

AGENDA  
TAVARES CITY COUNCIL

OCTOBER 3, 2012  
4:00 P.M.

TAVARES CITY HALL COUNCIL CHAMBERS

I. CALL TO ORDER

II. INVOCATION & PLEDGE OF ALLEGIANCE

Tom Cavanaugh, First Baptist Church of Mt. Dora

III. APPROVAL OF AGENDA

*(The City Council Agenda is subject to change at the time of the Tavares City Council Meeting)*

IV. APPROVAL OF MINUTES

Tab 1) City Council Public Hearing – September 19, 2012  
City Council Regular Meeting – September 19, 2012

V. PROCLAMATIONS/PRESENTATIONS

Tab 2) Recognition to Chief Keith for Certified Public Manager Program and 2012 Askew Award Mayor Wolfe

Tab 3) Recognition to Dr. Susan Caddell for Donation of Little Free Library in Wooton Park Tammeey Rogers

VI. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EXPARTE CONTACTS

VII. READING OF ALL ORDINANCES/RESOLUTIONS

VIII. CONSENT AGENDA

Tab 4) Authorization to Issue Request for Proposals for Downtown Stormwater Phase I Financing Lori Houghton

Tab 5) Authorization to issue Request for Proposals for Meter Replacement Project Financing Lori Houghton

- |   |               |
|---|---------------|
| Tab 6) Authorization to issue Request for Proposals for USDA Interim Financing for Downtown Water/Wastewater Project  | Lori Houghton |
| Tab 7) Approval of Letter to be Sent by Mayor to FDOT Engineer RE: City Infrastructure on the SR 19 FDOT Right of Way | Jacques Skutt |
| Tab 8) Request from Tavares High School to hold Bonfire/Pep Rally at Bus Barn during Homecoming Events                | John Drury    |

**IX. ORDINANCES/RESOLUTIONS**

**FIRST READING**

- |  |               |
|--|---------------|
| Tab 9) Ordinance #2012-26 – Amendment to Land Development Regulations to Allow Stand Alone Wine & Beer Establishments in Certain Zonings         | Jacques Skutt |
| Tab 10) Ordinance #2012-31 – Rezoning of Wooton Park Expansion Site to Public Facilities District – 3.61 Acres                                   | Jacques Skutt |
| Tab 11) Ordinance #2012-32 – Small Scale Future Land Use Amendment for Wooton Park Expansion Site to Public Facility/ Institutional – 3.61 Acres | Jacques Skutt |
| Tab 12) Ordinance #2012- 33 – Amendment to Ordinance #2007-36 for Stormwater Fees per Adopted FY 2013 Budget                                     | Lori Houghton |

**SECOND READING**

**RESOLUTIONS**

- |  |               |
|--|---------------|
| Tab 13) Resolution #2012-13 Adoption of Fire Assessment Roll | Lori Houghton |
|--|---------------|

**X. GENERAL GOVERNMENT**

- |  |                |
|--|----------------|
| Tab 14) Railroad Bridge Dedication   | John Drury     |
| Tab 15) Approval of Final Design & Guaranteed Maximum Price for Train Depot Construction Project | Bill Neron     |
| Tab 16) Approval of Contract with AVCON Inc. for Design Team Services for Wooton Park Expansion  | Bill Neron     |
| Tab 17) Request to Amend Roundabout Landscape Plan   | Chris Thompson |

to Substitute Flag Pole for Palm Trees

Tab 18) City Administrator Performance Evaluation

John Drury

Tab 19) Review and Establish Council's Fiscal Year 2013  
Collective Broad Based Goals

John Drury

XI. OLD BUSINESS

XII NEW BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

Tab 20) City Administrator

John Drury

Tab 21) Council Reports

City Councilmembers

F.S. 286.0105 If a person decides to appeal any decision or recommendation made by Council with respect to any matter considered at this meeting, he will need record of the proceedings, and that for such purposes he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Individuals with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk at least two (2) working days in advance of the meeting date and time at (352) 253-4546.

**The Language of Local Government**  
**Definition of Terms**

**agenda** – A list of items to be brought up at a meeting.

**annexation** – The process by which a municipality, upon meeting certain requirements, expands its incorporated limits.

**bid** – Formal quotation, based on common specifications, for the provision of goods or services. Opened at public for meeting consideration and award.

**budget** – A comprehensive financial plan to sustain municipal operations during a given year with related explanation

**buffer** – A strip of land, vegetation and/or opaque wall that sufficiently minimizes the physical or visual intrusion generated by an existing or future use.

**call for the question** – Term used to end the discussion and vote on the motion.

**capital outlay** – Expenditures made to acquire fixed assets or additions to them usually made from the general fund or utility fund where the assets are to be used.

**conflict of interest** – A term used in connection with a public official's relationship to matters of private interest or personal gain and which prohibits participation in the discussion under decision.

**consent agenda** – A policy of the governing body to approve, in one motion, routine and/or non-controversial items, which can be determined prior to the meeting

**contiguous** – Sharing a common boundary.

**contingency** – An appropriation of funds to handle unexpected events and emergencies which occur during the course of the fiscal year.

**DCA** – Department of Community Affairs

**density** – The number of families, individuals, dwellings units, or housing structures per unit of land.

**development** – A physical change, exclusive of new construction and substantial improvement, to improved or unimproved real estate, including, but not limited to mining, dredging, filling, grading, paving, excavating or drilling operations.

**easement** – An interest in land owned by another that entitles its holder to a specific limited use or enjoyment

**emergency measure** – An ordinance recognized by the legislative body as requiring immediate passage.

**FDOT** – Florida Department of Transportation

**general fund** – The general operating fund of the municipality used to account for all financial resources except those required to be accounted for in a special fund.

**impact fees** – Set aside fees collected from developers to pay for infrastructure improvements. Monies used as new development further impacts the municipalities.

**infrastructure** – The facilities and systems shared or used by all citizens such as transportation, water supply, wastewater and solid waste disposal systems.

**intergovernmental agreements** – Contract between two or more public agencies for the joint exercise of powers common to the agencies.

**intergovernmental revenues** – Revenues from other governments in the form of grants, entitlements, shared revenues, or payments in lieu of taxes.

**line item** – A specific item or group of similar items defined by detail in a unique account in the financial records. Revenue, expenditure and justifications are reviewed, anticipated and appropriated at this level.

**non-conforming** – A use which does not comply with present

zoning conditions but which existed lawfully and was created in good faith prior to the enactment of the zoning provisions.

**ordinance** – An enforceable municipal law, statute or regulation which applies to all citizens within that municipality; penalty provisions may apply.

**public hearing** – Provides citizens the opportunity to express their position on a specific issue, both pro and con, as mandated by either statute or by order of proper authority after due notice.

**PUD** – Planned Unit Development

**quasi-judicial** – A governmental body that hears sworn testimony, obtains evidence and provides for cross examination of witnesses, with the decision based solely on the evidence presented.

**quorum** – The prescribed number of members of any body that must be present to legally transact business.

**request for proposals** – RFP – Notice and related information from a municipality requesting proposals for professional services.

**resolution** – A decision, opinion, policy or directive of a municipality expressed in a formally drafted document and voted upon.

**right-of-way** – Strip of land owned by a government agency over which the public has right of passage such as streets, parkways, medians, side walks, easements and driveways constructed thereon.

**Sunshine Law** – Legislation providing that all meetings of public bodies shall be open to the public (a/k/a open public meeting law).

**vacate** – To annul; to set aside; to cancel or rescind.

**variance** – Modification from the provisions of a zoning ordinance granted by a legislative body upon submission of an application and a hearing.

CITY OF TAVARES  
MINUTES  
PUBLIC HEARING ON FRDAP  
GRANT APPLICATION  
SEPTEMBER 19, 2012  
CITY COUNCIL CHAMBERS

COUNCILMEMBERS PRESENT

ABSENT

Robert Wolfe, Mayor  
Bob Grenier, Vice Mayor  
Norman Hope, Councilmember  
Lori Pfister, Councilmember  
Kirby Smith, Councilmember

STAFF PRESENT

John Drury, City Administrator  
Robert Q. Williams, City Attorney  
Nancy Barnett, City Clerk  
Lori Houghton, Finance Director  
Joyce Ross, Director of Public Communications  
Richard Keith, Fire Chief  
Bill Neron, Director of Economic Development  
Lauren Farrell, Economic Development Grants Coordinator  
Richard Keith, Fire Chief  
Stoney Lubins, Police Chief  
Chris Thompson, Director of General Services  
Tammey Rogers, Director of Community Services  
Jacques Skutt, Director of Community Development

I CALL TO ORDER

Mayor Wolfe called the Public Hearing to order at 3:55 p.m.

Staff Presentation:

Mr. Neron reviewed the past action taken by Council to approve the application to the Florida Recreation Development Assistance Program for funding to assist with facilities at the Wootton Park expansion. He noted the grant application is in the final stages for submittal. He said the State has opened up applications for the next fiscal year hoping that funds will be provided.

1 As part of the application, the City will receive additional points if a separate public hearing is  
2 held regarding the proposed grant.

3  
4 Mr. Neron showed a rendering of the Wooton Park Expansion project that includes the  
5 extension of the trail, additional boat ramps, and restrooms.

6  
7 Mayor Wolfe asked for public comment on the project. There was none.

8  
9 Council expressed appreciation to staff for their work on the project. Mr. Neron noted Ms. Farrell  
10 is the point person for the project and in charge of the application.

11  
12 There was no further business and the meeting was adjourned at 4:00 p.m.

13  
14 Respectfully submitted,

15  
16   
17  
18 Nancy A. Barnett, C.M.C.  
19 City Clerk  
20

CITY OF TAVARES  
MINUTES OF REGULAR COUNCIL MEETING  
SEPTEMBER 19, 2012  
CITY COUNCIL CHAMBERS  
4:00 p.m.

COUNCILMEMBERS PRESENT

ABSENT

Robert Wolfe, Mayor  
Bob Grenier, Vice Mayor  
Kirby Smith, Councilmember  
Norman Hope, Councilmember  
Lori Pfister, Councilmember

STAFF PRESENT

John Drury, City Administrator  
Robert Q. Williams, City Attorney  
Susie Novack, Deputy City Clerk  
Brad Hayes, Utility Director  
Chris Thompson, Public Works Director  
Joyce Ross, Communications Director  
Bill Neron, Economic Development Director  
Lori Houghton, Finance Director  
Richard Keith, Fire Department  
Stoney Lubins, Police Department

I. CALL TO ORDER

Mayor Wolfe called the meeting to order at 4:00 p.m.

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Pastor Greg Watts, Liberty Baptist Church, gave the invocation and those present recited the pledge of allegiance.

III. APPROVAL OF AGENDA

Mr. Drury said staff had no changes.

MOTION

Bob Grenier moved to approve the agenda, seconded by Norm Hope. The motion carried unanimously 5-0.

IV. APPROVAL OF MINUTES

1 **MOTION**

2  
3 Kirby Smith moved to approve the minutes of the City Council meeting of September 5,  
4 2012, seconded by Bob Grenier. The motion carried unanimously 5-0.

5  
6 **V. PROCLAMATIONS/PRESENTATIONS**

7  
8 **Tab 2) Recognition to Scott Ales - Donation for Historic Display Case**

9  
10 Ms. Barnett noted that former City of Eustis Mayor Scott Ales was present with his family. She  
11 said that Mr. Ales had generously donated a miniature WW I Curtiss Jenny Floatplane to be used  
12 in the historical display that the staff is in the process of developing at the Lake County Historical  
13 Museum.

14  
15 Mr. Ales commended Mr. Drury and the City Council for their accomplishments in the downtown  
16 and throughout the City. He said he had donated the model in appreciation for his company to be  
17 able to use the waterfront as a backdrop for a photograph session which would not have  
18 happened in past years. He commended the city staff for their assistance.

19  
20 **VI. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EXPARTE CONTACTS**

21  
22 Attorney Williams said there are quasi-judicial matters under Tab 5 and Tab 6 and he asked  
23 those who wished to give testimony to be sworn in. He asked if Council wished to declare any ex  
24 parte communications. Councilmember Smith said that Mr. Eldrodt was a personal friend.  
25 Attorney Williams said that would not constitute a conflict.

26  
27 **VII. CONSENT AGENDA**

28  
29 None

30  
31 **VIII. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD**

32  
33 Ms. Barnett read the ordinances by title only:

34  
35 **ORDINANCE 2012-24**

36  
37 **AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE**  
38 **TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP 2020,**  
39 **PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION ON A**  
40 **COMBINED TOTAL OF APPROXIMATELY 1 ACRE OF PROPERTY**  
41 **GENERALLY LOCATED ON THE NORTH SIDE OF WEST RUBY STREET**  
42 **BETWEEN SOUTH LAKE AND SOUTH BLOXHAM AVENUES; FROM LOW**  
43 **DENSITY RESIDENTIAL TO COMMERCIAL DOWNTOWN; PROVIDING FOR**  
44 **SEVERABILITY AND CONFLICTS; PROVIDING FOR TRANSMITTAL; AND**  
45 **PROVIDING FOR AN EFFECTIVE DATE.**

46  
47 **ORDINANCE 2012-23**

1  
2 AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, REZONING A COMBINED  
3 TOTAL OF APPROXIMATELY 1 ACRE OF PROPERTY GENERALLY LOCATED ON  
4 THE NORTH SIDE OF WEST RUBY STREET BETWEEN SOUTH LAKE AVENUE  
5 AND SOUTH BLOXHAM AVENUE FROM RSF-1 (RESIDENTIAL SINGLE FAMILY)  
6 TO CD (COMMERCIAL DOWNTOWN DISTRICT); SUBJECT TO THE RULES,  
7 REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES  
8 COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.  
9

10 ORDINANCE 2012-28

11  
12 AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE CITY  
13 CODE OF ORDINANCES BY AMENDING CHAPTER 10.5, ARTICLE XI,  
14 REGULATIONS FOR THE DOWNTOWN ENTERTAINMENT DISTRICT, BY  
15 AMENDING SECTION 10.5-504, HOURS FOR MUSIC AND ENTERTAINMENT BY  
16 EXTENDING THE HOURS FOR OUTDOOR ENTERTAINMENT; SUBJECT TO THE  
17 RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF  
18 TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.  
19

20 IX – ORDINANCES/RESOLUTIONS

21 Second Reading

22  
23  
24 Tab 5) Ordinance #2012- 23 – Rezoning of Properties on West Ruby Street to Commercial  
25 Downtown  
26

27 Mr. Skutt said this ordinance rezones approximately one acre of property on the north side of West Ruby  
28 Street between South Lake and Bloxham Avenue from single family residential to commercial downtown.  
29 The property consists of five parcels and are vacant except for two small single family rented dwellings.  
30 The City's adopted master plan encourages commercial and high density residential uses in the  
31 downtown core of the city. The Planning & Zoning Board recommended approval of the rezoning.  
32

33 Councilmember Smith noted that the notes reflect that staff contacted adjoining property owners. Mr.  
34 Skutt said that staff automatically contacts everyone within 300 feet. The agenda summary noted that the  
35 master plan contemplates that some land uses in the CRA district be zoned differently and staff is in the  
36 process of notifying some properties that should be rezoned.  
37

38 Mayor Wolfe asked if anyone in the audience wished to speak.  
39

40 MOTION

41  
42 Norm Hope moved to approve Ordinance #2012-23, seconded by Kirby Smith. The motion carried  
43 unanimously 5-0.  
44

45 Tab 8) Ordinance #2012-24 – Comprehensive Plan Future Land Use Amendment for Properties on  
46 West Ruby Street - Commercial Downtown  
47



1 **Lori Pfister** Yes  
2 **Norm Hope** Yes

3  
4 **X. GENERAL GOVERNMENT**

5  
6 **Tab 8) Approval of Contract with Lake County Rave for Concession Services at Woodlea**

7  
8 Ms. Rogers stated that staff contacted the Gridiron Gang and the High School to ask if they would  
9 like to take on both Fred Stover and Woodlea concession services but they declined. Staff then  
10 advertised a Request for Qualifications for the service and a nonprofit group Lake County Rave (a  
11 traveling baseball team) responded. It is a one year contract with two one year renewable  
12 opportunities.

13  
14 Councilmember Smith thanked Ms. Rogers for reaching out to the high school and the Gridiron  
15 Gang.

16  
17 **MOTION**

18  
19 **Norm Hope moved to approve the contract with Lake County Rave for the concession**  
20 **services at Woodlea Sports Complex, seconded by Kirby Smith. The motion carried**  
21 **unanimously 5-0.**

22  
23 **Tab 9) Revised Interlocal Agreement for Local Funding of Railroad Track Rehabilitation**  
24 **Omitting Umatilla**

25  
26 Attorney Williams said four cities had originally agreed to contribute to the track rehabilitation.  
27 Umatilla had agreed to a contribution of \$40,000 which was the smallest amount. The Umatilla  
28 Council then decided to opt out of the agreement when it was prepared. The improvements will  
29 not extend all the way to Umatilla and the railroad has agreed to absorb that portion of the costs.  
30 The agreement is revised but removes Umatilla.

31  
32 **MOTION**

33  
34 **Kirby Smith moved to approve the revised Interlocal agreement for the railroad track,**  
35 **seconded by Bob Grenier. The motion carried unanimously 5-0.**

36  
37 **Tab 10) Approval to Execute Amendment One for the State Revolving Fund Loan for**  
38 **Preconstruction Activity for the Reclaim system (all phases)**

39  
40 Ms. Houghton said this is a housekeeping measure. In March of 2009 the City executed an  
41 agreement with FDEP for preconstruction activities for the Reclaim project. The City has nearly  
42 completed Phase 1 and is currently in the process with Phase 2 and 3. The engineering of Phase  
43 4 has not been completed so it is reasonable to move the maturity date for this loan out to the  
44 future to mirror the completion of Phase 4 engineering. FDEP has requested that the city execute  
45 this amendment.

46  
47 **MOTION**

1  
2 **Norm Hope moved to approve and executive Amendment One [WW789060] to the State**  
3 **Revolving Fund Loan, seconded by Bob Grenier.**

4  
5 **The motion carried unanimously 5-0.**

6  
7 **XI. OLD BUSINESS**

8  
9 **XII. NEW BUSINESS**

10  
11 **XIII. AUDIENCE TO BE HEARD**

12  
13 Harland Dolamore, 12144 Woodlea Road

14  
15 Mr. Dolamore said his enclave is about to be annexed into the city. He discussed a problem with  
16 his septic tank drainage field and communications with the Health Department noting that he had  
17 been told he would have to connect with the city's sewer because of the proximity of his property.

18  
19 Mr. Dolamore said he had received a letter from the city and that he believed it was misleading to  
20 the other residents in the area. He said the letter stated that Council had authorized a waiver of  
21 impact fees scheduled to expire December 31, 2012. He said the letter also said the city would  
22 not charge the usual annexation fees and that his cost would be a small plumbing fee, meter  
23 deposit, and the cost of the plumber to connect to the water and sewer lines that run adjacent to  
24 his property. Mr. Dolamore said there are no gravity sewer lines on Woodlea Road; there are two  
25 force mains—one under the road and one at the back of his property 200 feet from his house. He  
26 said the cost to run the line which will require a grinder pump is \$12,347. He said he is going to  
27 go ahead and pay the connection costs through a loan. He then discussed his neighbor's  
28 situation. He asked if Council can do something for the residents as he does not think they will  
29 understand the total costs and the impact. He said the residents are not opposed to the  
30 annexation just the costs of connection.

31  
32 Mr. Drury said he was not prepared to address the specifics of the situation. He said he would like  
33 time to come up with some options and bring back to Council. He thanked Mr. Dolamore for  
34 coming to Council

35  
36 **XIV. REPORTS**

37  
38 **Tab 14) City Administrator**

39  
40 Mr. Drury said the Golden Triangle Summit meeting is being hosted by Mt. Dora. They have  
41 suggested October 22 or October 29<sup>th</sup> at the City Hall in Mt. Dora.

42  
43 Mayor Wolfe said both dates are fine with him. Mr. Hope said he will be out of town on October  
44 29<sup>th</sup>. He asked if it would make more sense to have it after both Commissions are seated in those  
45 cities. Mayor Wolfe asked staff to check with the cities regarding the dates that they seat their  
46 Councils. Mr. Hope said if they wait until after January, he would agree with the October 22<sup>nd</sup>  
47 date.

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**City Clerk**

**Human Resources**

**Economic Development**

Mr. Neron said in the past two days the safety fence has been extended all the way to Sinclair Avenue from the Wooton Park expansion. He said there is a fishing tournament this weekend on Saturday of the local Bassmasters.

**Public Communications**

**Public Works Department**

**Utility Department**

**Police Department**

**Fire Department**

**Community Services Department**

Ms. Rogers said 8 pilings have been driven for the pavilion with 92 to go.

**Finance Department**

**City Attorney**

**Tab 26) City Council**

**Councilmember Pfister**

Councilmember Pfister said she had taken a picture of vultures and garbage on the ground around the dumpster in Wooton Park and something needed to be done.

Mr. Drury said there is one restaurant that uses it but it is not working so it is scheduled to be removed. He said the city will be going to blue cans for each of the businesses in that area.

**Councilmember Hope**

Councilmember Hope thanked Chris Thompson for answering questions from two Fox Run residents and he appreciated his courtesy and assistance with solving the problem.

Councilmember Hope said he and his wife had stayed at the new hotel and it was a very nice view of the lake from the balcony.

1  
2 **Vice Mayor Grenier**  
3

4 Vice Mayor commented that it was great to build upon the historic foundation of both the  
5 seaplanes and the railroad. He said he had received a letter from some visitors to Tavares  
6 recently. He then read the letter aloud from John Welch who stated he would like to donate the  
7 T&G [Tavares and Gulf] timetable from 1968 to the local historical society in his name of his  
8 father (Darrell Welch).  
9

10 **Councilmember Smith**  
11

12 Councilmember Smith thanked the City staff and every councilmember for attending the grand  
13 opening at the new hotel.  
14

15 Councilmember Smith said today is "International Talk like a Pirate Day."  
16

17 **Mayor Wolfe**  
18

19 Mayor Wolfe adjourned the regular meeting at 4:45 p.m.  
20

21 **Budget Hearing for Fiscal Year 2012-2013**  
22

23 Mayor Wolfe reconvened the Public Hearing on the Millage and Budget at 5:05 p.m.  
24

25 Mr. Drury asked the City Clerk to read the two resolutions into the record.  
26

27 Ms. Barnett read the millage and budget resolutions in their entirety into the record as follows:  
28

29 **RESOLUTION 2012- 11**  
30

31 **A RESOLUTION ADOPTING A FINAL MILLAGE RATE OF 5.985**  
32 **FOR THE CITY OF TAVARES, FLORIDA, FOR AD VALOREM**  
33 **TAXES FOR FISCAL YEAR 2012-2013; SETTING FORTH THE**  
34 **PERCENT BY WHICH THE MILLAGE RATE IS LESS THAN THE**  
35 **"ROLLED-BACK" RATE.**  
36

37 **BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA:**  
38

39 **WHEREAS**, the City of Tavares of Lake County, Florida on September 5, 2012, adopted  
40 the 2012-2013 Fiscal Year Tentative Millage Rate following a public hearing as required by  
41 Florida Statute 200.065.  
42

43 **WHEREAS**, the City of Tavares of Lake County, Florida, following due public notice as  
44 required by law, held a second public hearing on September 19, 2012, as required by Florida  
45 Statute 200.065 on the 2012-2013 Millage Rate; and  
46

47 **WHEREAS**, the gross taxable value for operating purposes not exempt from taxation

1 within Lake County has been certified by the County Property Appraiser to the City of Tavares as  
2 \$589,146,165.

3  
4 **NOW THEREFORE, BE IT RESOLVED** by the City of Tavares of Lake County, Florida,  
5 that:

- 6  
7 1. The City of Tavares Fiscal Year 2012-2013 operating millage rate to be levied is  
8 hereby set at 5.985 mills, which millage rate is less than the rolled back rate of  
9 7.3694 by 18.785%.
- 10  
11 2. The voted debt service millage is .4612.
- 12  
13 3. This Resolution will take effect immediately upon its adoption.

14  
15 **PASSED AND RESOLVED** this 19st day of September 2012, by the City Council of the  
16 City of Tavares, Florida.

17  
18 **RESOLUTION 2012- 12**

19  
20 **A RESOLUTION ADOPTING THE FINAL BUDGET FOR THE**  
21 **CITY OF TAVARES, FLORIDA, FOR THE FISCAL YEAR 2012-**  
22 **2013.**

23  
24 **BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA:**

25  
26 WHEREAS, a public hearing on the proposed 2012-2013 budget was held at the  
27 Tavares City Hall Council Chambers in the City of Tavares, Florida, Lake County, Florida on  
28 September 5th 2012, at 5:05 p.m., as required by Florida Statutes 200.065; and

29  
30 WHEREAS, the general public was given an opportunity to express its views  
31 pertaining to the proposed budget, and

32  
33 WHEREAS, the City Council approved the tentative budget for 2012-2013, and

34  
35 WHEREAS, a second public hearing on the proposed 2012-2013 budget was held  
36 in the Council Chambers at the Tavares City Hall, 201 East Main Street in the City of Tavares,  
37 Florida, on September 19, 2012, at 5:05 p.m.,

38  
39 **NOW, THEREFORE, BE IT RESOLVED** that the Budget for 2012-2013 fiscal year for the  
40 City of Tavares, Florida is hereby adopted by the Tavares City Council in the amount of  
41 \$29,782,821, at public hearing this 19th day of September, 2012

42  
43 **Tab 3) Resolution #2012-11 – Final Millage Rate for Fiscal Year 2013**

44  
45 Mr. Drury noted the budget process had begun in March to set budget priorities and multiple  
46 meetings had been held in June, July, August and September related to the budget and millage.  
47 Most recently after going through the budget process and doing more cuts to the budget, Council

1 voted at the last meeting to lower the millage rate to 5.985 mills as a 18.785% decrease to the  
2 rollback and 13.3% from the current rate of 6.89. He noted he has highlighted 20 salient points in  
3 the agenda summary and this is an opportunity to open the matter to the public for input.  
4

5 **Mayor Wolfe asked for public comment**

6  
7 Jane Ann Southard, Tavares resident  
8

9 Ms. Southard said she wished to speak about the fire tax. Attorney Williams noted that the budget  
10 contemplates a fire assessment but it is not on the agenda tonight for approval. He said there will  
11 be another public hearing where the actual fire assessment roll is approved if the budget is  
12 approved.  
13

14 Ms. Southard said she did not think it should be a separate tax and it should be through the  
15 property tax. Attorney Williams discussed the court decision that allows cities to consider part of  
16 fire services as a fee based service similar to solid waste collection. He said the advantage of  
17 separating that fee out is that people who pay nothing now for fire service will now pay something  
18 toward the service similar to garbage service.  
19

20 Mr. Drury added that this gives the city the opportunity to approach the governmental agencies to  
21 contribute towards the fire services.  
22

23 Ms. Southard said the city had worked hard to get the hospital to come to Tavares and the county  
24 buildings to stay, and the city knew they would be tax exempt. She asked if the Fire Department  
25 would let a house burn down if the fee was not paid. Chief Keith said the department would  
26 respond. Ms. Southard said she did not think the fire assessment was right and it was not the way  
27 to do business.  
28

29 Discussion  
30

31 Councilmember Hope asked how Council could vote on the millage without voting on the fire  
32 assessment at the same time, as the budget was built on the fire assessment.  
33

34 Mr. Drury said the agenda summary tried to make the connection clear. He said a resolution will  
35 come to Council on October 3<sup>rd</sup> to approve the fire assessment roll. He said technically speaking  
36 if Council decided not to pass the resolution, Council would have to come up with other solutions.  
37

38 Attorney Williams noted the vote is only for millage and budget. He said the budget is based on a  
39 number of incomes and assumptions. He said several of the items will be implemented by  
40 ordinance in the new fiscal year. He said once the millage is fixed it cannot be change. He said if  
41 the city loses any revenue source in this adopted budget for any reason, the only option is to  
42 amend the budget.  
43

44 Councilmember Hope said he wished to have on the record that even though Council is not  
45 voting on the fire assessment that this vote tonight is based upon the fact that the city will be  
46 implementing a fire assessment.  
47

1 Councilmember Hope noted the funds for the fire assessment can only be used for the Fire  
2 Department funding and it will not completely fund the Fire Department but it will enhance the  
3 ability of the fire department. He said he had had reservation initially but now has changed his  
4 mind and is in support.

5  
6 **MOTION**

7  
8 **Kirby Smith moved to adopt Resolution #2012-11, for the final millage rate of 5.985%,**  
9 **seconded by Bob Grenier. The motion carried unanimously 5-0.**

10  
11 **Tab 6) Resolution #2012-12 – Final Budget Fiscal Year 2013**

12  
13 Mr. Drury stated the budget is now down to \$12,567,462 after a series of public meetings and  
14 discussions. He said the only outstanding issue is that Council had asked staff to bring back what  
15 impact there would be if the COLA would be implemented on the first quarter of the fiscal year  
16 October 1 instead of the second quarter in January. He said that is a \$52,600 impact and he has  
17 provided two options. One is to utilize reserves which would bring reserves from 11% to 10% still  
18 within the GFOA requirements beginning at 5%. The other option is that since Captain Feleccia  
19 has retired, the Chief has assigned the captain duties to three of the lieutenants. One of the  
20 options would be to not fill that captain position next year but to reclassify that as a police officer  
21 position. The savings could be used to fund the COLA on October 1<sup>st</sup>. That would allow the  
22 budget and reserves to stay the same.

23  
24 **Mayor Wolfe asked for comment from the public.**

25  
26 **Council Discussion**

27  
28 Councilmember Pfister said she had not expected to see the Business Center cost of \$14,000 in  
29 the budget as she had thought Council had requested further information. She said she did not  
30 think this should be budgeted because within a mile of the city limits there is already a business  
31 center at Lake Sumter Community College.

32  
33 Mr. Drury said the information on the Economic Center had been sent to Council and it had been  
34 noted that the monies would not be provided until an agreement comes back to Council for  
35 approval.

36  
37 Councilmember Smith said in the presentation the request had been for \$14,000 continuously  
38 and in this budget was it proposed for just one year? Mr. Drury said that was correct and they  
39 would be required to request the money every year.

40  
41 Councilmember Pfister reiterated that she did not understand why the city should spend the funds  
42 when it appeared to be a duplication of services that are available at the college.

43  
44 Mr. Drury said there are examples of where the Golden Triangle works together to save money  
45 and one of those examples is the railroad project in which Eustis has agreed to reimburse Tavares  
46 for replacement of the railroad bridge. He said some believe the economic center will be a benefit  
47 to the region.

1  
2 Councilmember Pfister said she would like the \$14,000 pulled from the budget. Councilmember  
3 Smith said that although the center is in the City of Eustis he hopes they will concentrate on local  
4 businesses. He said next year there will be better data on the results of the center.

5  
6 Mayor Wolfe said he would like to see the money stay in the budget for the center.

7  
8 Vice Mayor Grenier asked if the motion should include the COLA issue.

9  
10 Attorney Williams said there are two resolutions prepared depending on Council direction and the  
11 second resolution may need to be read.

12  
13 Councilmember Smith asked for clarification. Mr. Drury said the total budget number will stay the  
14 same but within the budget there will be changes and Council will need to agree with the COLA  
15 beginning in October 1<sup>st</sup> if that is the direction.

16  
17 Councilmember Hope said he would support the COLA of 2.5% begin effective October 1 and  
18 using the option of funding it from the retirement savings.

19  
20 **MOTION**

21  
22 **Norm Hope moved to approve the fiscal year 2013 budget with the COLA effective October**  
23 **1 with the monies coming from the internal budget from Captain Feleccia's retirement,**  
24 **seconded by Bob Grenier.**

25  
26 Attorney Williams said the revised resolution needed to be read. Mr. Drury noted the budget will  
27 actually be lower because of the transfers.

28  
29 Ms. Barnett stated that she would read the new budget amount under the same Resolution  
30 #2012-12 under the motion that had just been made:

31  
32 **Now therefore be it resolved that the budget for 2012-2013 fiscal year for the City of**  
33 **Tavares Florida is hereby adopted by the Tavares City Council in the amount of**  
34 **\$29,773,855 at Public Hearing this 19<sup>th</sup> day of September 2012.**

35  
36 Mayor Wolfe asked if Councilmember Pfister's item has been resolved. Councilmember Pfister  
37 said she had had other items but she hoped that the councilmembers will visit the Lake Sumter  
38 Business Center to see what they have to offer. Vice Mayor Grenier said he is on the fence but  
39 will want more information before making a decision. Mayor Wolfe said he supported the center  
40 as another tool to help the businesses.

41  
42 Councilmember Pfister said she appreciates the employees but that she believed the COLA  
43 needs to stay in January as she is concerned about the employees continuing to have a job. She  
44 said the city does not have the money and she did not agree with basing the funds on someone  
45 retiring.

46



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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: October 3, 2012**

**AGENDA TAB NO. 2**

**SUBJECT TITLE: Recognition to Chief Keith for Completion of Certified Public Manager and 2012 Askew Award**

---

**OBJECTIVE:**

The Mayor will recognize Chief Keith who has recently completed his program as a Certified Public Manager and for being awarded the 2012 Askew Award.

**SUMMARY:**

Chief Keith, along with six other individuals in his project team, received the 2012 Askew Award from the Florida Society of Certified Public Managers. This project team, which included the Fire Chiefs from Eustis and Mount Dora submitted a research project titled "A New Model For Multi-City Fire Service Efficiency". This research project will be submitted to represent Florida in the National Certified Public Manager Conference which occurs later this year in South Carolina.

**OPTIONS:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FISCAL IMPACT:** N/A

**LEGAL SUFFICIENCY:** Legally sufficient.

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: October 3, 2012**

**AGENDA TAB NO. 3**

**SUBJECT TITLE: Recognition of Dr. Susan Caddell and Mr. Danny Caddell  
for the donation of the Little Free Library located in Wooton Park**

---

**OBJECTIVE:**

The Community Services Director will publicly acknowledge the Caddells for their generous donation to the City of Tavares.

**SUMMARY:**

As a way to honor her father-- former Mayor Eugene Glenn-- Dr. Susan Caddell generously offered to commission a hand-crafted Little Free Library that was recently installed in Wooton Park near the splash park.

**OPTIONS:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FISCAL IMPACT:**

N/A

**LEGAL SUFFICIENCY:**

N/A

**Nancy Barnett**

---

**From:** Joyce Ross  
**Sent:** Monday, September 24, 2012 2:58 PM  
**To:** Joyce Ross  
**Subject:** Tavares Media Release - New Little Free Library  
**Attachments:** Tavares LF Library - Dr Caddell.jpg

*Photo: Vince Vittoria (artisan), Dr. Susan Glenn Caddell (donor), Tamera Rogers, Tavares Community Services Director*

## **MEDIA RELEASE**

### **Tavares' Second Little Free Library Donated in Honor of Dr. Eugene W. Glenn**

The City of Tavares is very pleased to announce the installation of a Little Free Library in honor of Dr. Eugene W. Glenn, a long-time resident and former Mayor of Tavares from 1974 - 1995. This is the second Little Free Library in Tavares and it is located at Wooton Park, 100 E. Ruby Street.

Dr. Susan Glenn Caddell, a local dentist, donated the Little Free Library in honor of her father, Dr. Eugene W. Glenn, who established a dental practice in downtown Tavares in 1961, where she still practices today. Dr. Caddell relates how her father, an avid reader, encouraged his children to read, too. She tells of long summer road trips crossing the United States where she would spend the entire time with her head in a book, instead of out the window looking at the beautiful scenery. While her father may have fussed at her for missing the whole purpose of these family vacations, there was no denying that he passed on his love of reading.

Dr. Caddell says, "I had been looking for a way to honor my dad, and a Little Free Library seemed like the perfect fit. And, since I wanted to target young readers, what better place to locate another "Little Library" than at the children's area of Wooton Park." Dr. Glenn, now retired and living in Colorado, was thrilled at the opportunity to offer free books to the next generation of readers through the Little Free Library program.

Tavares' newest Little Free Library was hand made by local artist Vince Vittoria. Another one of his "Little Library" creations was installed last spring at Aesop's Park on Caroline Street, Tavares.

Little Free Libraries are one-of-a kind handmade structures, mounted on posts, which generally hold a dozen or so books. How do they work? Just take a book, leave a book. That's it! No library card required, no return due date. You don't even have to return the same book! Come share the joy of reading!

For more information, contact the Tavares Public Library, 352.742.6204.

###

**JOYCE ROSS**  
Public Communications Director

City of Tavares

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: October 3, 2012**

**AGENDA TAB NO: 4**

**SUBJECT TITLE: Authorization to Issue Request for Proposals for Financing of Downtown Stormwater Project**

---

**OBJECTIVE:**

To seek Council's direction to proceed with RFP to secure financing options for the Downtown Stormwater Improvement Project Project

**SUMMARY:**

On January 18, 2012, the City Council approved the acceptance of an FDEP Grant in the amount of \$750,000 for the Downtown Stormwater Improvement Project. The grant requires a match in the amount of \$1,908,800.

On March 21, 2012, the City Council approved the acceptance of a Grant from the Lake County Water Authority in the amount of \$253,000 for the Downtown Stormwater Improvement Project. The grant requires a match in the amount of \$2,047,000.

On May 16, 2012, the City Council authorized the withdrawal of the USDA Stormwater Loan Application. The project includes improvements to the stormwater pond in the downtown core. The USDA application would not allow inclusion of the pond as part of the funded project. The grants are contingent on the inclusion of the pond within the project.

On June 20, 2012, the City Council approved Resolution 2012-08 which provides for reimbursement of project expenditures from debt proceeds as they become available so that the project may begin. The project is currently pending.

Staff requests Council's direction for issuing an RFP to secure Financing Options for the Downtown Stormwater Project which will full fill the City's match requirements for the awarded grants.

**OPTIONS:**

1. Direct Staff to proceed with RFP to secure Financing Options for the Downtown Stormwater Improvement Project.
2. Direct Staff not to proceed with RPF to secure Financing Options.

**STAFF RECOMMENDATION:**

Move to direct Staff to proceed with RFP to secure Financing Options for the Downtown Stormwater Improvement Project.

**FISCAL IMPACT:** N/A

**LEGAL SUFFICIENCY:** Legally Sufficient.

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: October 3, 2012**

**AGENDA TAB NO: 5**

**SUBJECT TITLE: Authorization to Issue Request for Proposals for Financing of Meter Replacement Project**

---

**OBJECTIVE:**

To seek Council's direction to proceed with RFP to secure financing options for the Water/Wastewater City-Wide Meter Replacement Project

**SUMMARY:**

On January 18, 2012, the City Council approved contract with Utility Metering Solutions for installation of all City-Wide non-radio read meters. In addition the City Council approved a contract with Sunstate Meter and Supply for purchase of the replacement meters.

Funding for the project will come from debt proceeds with annual debt service paid from budget savings normally programmed for annual meter change outs.

On June 20, 2012, the City Council approved Resolution 2012-09 which provides for reimbursement of project expenditures from debt proceeds as they become available so that the project could begin. The project is currently in progress.

Staff requests Council's direction for issuing an RFP to secure Financing Options for the City-Wide Meter Replacement Project.

**OPTIONS:**

1. Direct Staff to proceed with RFP to secure Financing Options for the Water and Wastewater City-Wide Meter Replacement Project.
2. Direct Staff not to proceed with RFP to secure Financing Options.

**STAFF RECOMMENDATION:**

Move to direct Staff to proceed with RFP to secure Financing Options for the Water and Wastewater City-Wide Meter Replacement Project.

**FISCAL IMPACT:** N/A

**LEGAL SUFFICIENCY:** Legally Sufficient.

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: October 3, 2012**

**AGENDA TAB NO: 6**

**SUBJECT TITLE: Authorization to Issue Request for Proposals for Interim Financing of Downtown Water/Wastewater Project approved for USDA Loan**

---

**OBJECTIVE:**

To seek Council's direction to proceed with RFP to secure interim financing options for the Downtown Water/Wastewater Improvement Project

**SUMMARY:**

On February 17, 2010, the City Council held a Public Information Meeting concerning application to the USDA Rural Development Agency for funding of the Downtown Water/Wastewater Improvement Project

On May 17, 2010, the City Council approved the acceptance the Letter of Conditions dated May 10, 2010 from the USDA Rural Development agency for loan funding in the amount of \$15,805,000 and with a grant funding component in the amount of \$1,195,000 from the USDA Rural Development Agency for the Downtown Water/Wastewater Improvement Project.

On July 7, 2010, a presentation was presented to the City Council detailing the various aspects of the project.

On November 11, 2010, the City Council approved Resolution 2010-15 known as the Bond Resolution which set forth acceptance of the USDA Loan.

On January 11, 2011, the City Council approved Resolution 2011-03 which provides for reimbursement of project expenditures from debt proceeds as they become available so that the project may begin. The project is currently pending.

On May 18, 2012, the City Council approved an affordability study for the additional required debt service required for the USDA Project.

Staff requests Council's direction for issuing an RFP to secure Financing Options for interim financing for the USDA Downtown Water/Wastewater Project.

**OPTIONS:**

1. Direct Staff to proceed with RFP to secure Financing Options for Interim Financing for the USDA Downtown Water/Wastewater Project.
2. Direct Staff not to proceed with RPF to secure Financing Options.

**STAFF RECOMMENDATION:**

Move to direct Staff to proceed with RFP to secure Financing Options for Interim Financing for the USDA Downtown Water/Wastewater Project.

**FISCAL IMPACT:** N/A

**LEGAL SUFFICIENCY:** Legally Sufficient.

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
OCTOBER 3, 2012**

**AGENDA TAB NO. 7**

**CONSENT**

**SUBJECT TITLE: State Road 19-PD &E Study  
Letter Commenting on Response to Concerns**

---

**OBJECTIVE:**

To authorize the Mayor to send the attached letter to HDR Engineering that responds to their comments made in reply to City Council's questions on this project.

**SUMMARY:**

On May 16<sup>th</sup>, 2012, HDR Engineering, FDOT's consulting engineer, made a presentation to City Council on the PD&E study that they are undertaking to evaluate the needs and impacts associated with improving State Road 19 in Lake County between CR 48 in Howey-in-the Hills and CR 561 in Tavares. Several questions and concerns were expressed by City Council and these were submitted, in writing, to HDR Engineering. Stephen Ferrell, Project Manager for this study, responded to these questions and concerns. A draft reply letter has been prepared. This letter acknowledges these answers, emphasizes that a forced relocation of city utilities at our expense would impose an extreme financial hardship to our city and requests further discussion concerning a connective golf cart path with a suggestion that this be considered as a bid alternate to the project.

**OPTIONS:**

The Mayor is seeking Council authorization to send out the attached letter.

**FISCAL IMPACT:**

N/A

**LEGAL SUFFICIENCY:**

This contract has been reviewed by our City Attorney and approved for legal sufficiency.



HDR Engineering, Inc.  
315 E. Robinson Street,  
Suite 400,  
Orlando, Florida  
32801

October 4, 2012

**Attention: Stephen J. Ferrell, PE  
Project Manager**

Dear Stephen,

**Re: PD&E Study for SR 19  
Comments from the City of Tavares**

Thank you for the August 17<sup>th</sup> reply to the four comments expressed by the Tavares City Council. These comments, your reply and our final response are summarized as followed:

1. The city would like a listing of available grants and loans available to municipalities to cover costs of relocating utilities. If the road widening necessitates the relocation of city utility lines, Tavares does not have the ability to cover these costs and we would therefore oppose the project unless suitable funding was provided.

*Your reply: We are not aware of any grants and loans available to municipalities to cover costs of relocating utilities. FDOT Topic 710-030-005-a, Utility Work for Local Governments was attached. Utility coordination and agreements are developed during the design of the project.*

*Our response: Our city attorney has confirmed that the State can force us to move our infrastructure out of an FDOT Right-of-Way at our expense. This action would impose an extreme financial hardship on the City of Tavares.*

2. It was indicated that the initial cost of constructing a roundabout at the Howey intersection is less than the cost of installing signalization. The city would like a comparison of the maintenance costs of the roundabout versus signalization.

*Your reply: The maintenance cost for roundabouts varies depending on the kind of landscaping or decorative structure that is placed in the center of it. The annual maintenance cost of a traffic signal is approximately \$1,500 per year.*

*Our response: Acknowledged.*

3. The city would like to insure that there is adequate parking provided for the fishing areas that may be incorporated as part of the new bridge.

*Your reply: Additional parking areas are not included in this project. Existing parking areas in Hickory Point and Lighthouse Plaza will be sufficient.*

*Our response: Acknowledged.*

4. Tavares has established itself as a golf cart friendly community. Several subdivisions abutting SR 19 do not have connectivity to our downtown. The city is requesting that consideration be given to providing a golf cart path as part of the road widening project.

*Your reply: There is insufficient Right-of-Way and prohibitive operational issues. You offered to further discuss this with us.*

*Our response: We would like to further discuss this with you and we suggest that a connective golf cart path be included as a bid alternate to this project.*

The City of Tavares looks forward to working with HDR and FDOT in resolving issues one and four summarized above.

Sincerely,

Robert Wolfe, Mayor  
Tavares City Council

Cc: City Council members  
John Drury, City Administrator  
Nancy Barnett, City Clerk  
Brad Hayes, Utility Director  
Bob Williams, City Attorney

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**AGENDA SUMMARY**  
**TAVARES CITY COUNCIL**  
**DATE OF MEETING: October 3, 2012**

**AGENDA TAB NO. 8**

**SUBJECT TITLE: Request from Tavares High School to Hold Bonfire/Pep Rally at Bus Barn**

---

**OBJECTIVE:**

To consider approval of Tavares High School having a bonfire/pep rally on the Bus Barn property on October 6 from 6:30 pm to 8:00 pm as part of homecoming events.

**SUMMARY:**

Tavares High School has requested to hold a bonfire/pep rally as stated above. They will be asking attendees for a \$1.00 donation to the Tavares Fire Department who will be assisting with the bonfire to ensure safety.

The monies from the donations will be given to the City to be used in the Fire Department budget to offset any overtime costs associated with this event.

**OPTIONS:**

- 1) Move to approve the Tavares High School request to hold the bonfire/pep rally on the bus barn property October 6 from 6:30 to 8:00 pm
- 2) Do not approve the bonfire/pep rally

**STAFF RECOMMENDATION:**

Move to approve the request of Tavares High School to hold a bonfire/pep rally on the city's bus barn property and accept any monies donated from the high school to offset Fire Department overtime costs.

**FISCAL IMPACT:**

Overtime impacts to be determined.

**LEGAL SUFFICIENCY:** Legally sufficient.

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
OCTOBER 3, 2012**

**AGENDA TAB NO. 9**

**FIRST READING**

**SUBJECT TITLE: Ordinance 2012-26**

**Amendment to LDR Regulations to Allow Stand Alone Wine &  
Beer Bars within the Commercial Downtown Zoning District**

---

**OBJECTIVE:**

To amend the City's Land Development Regulations to allow stand alone wine and beer bars (without the necessity to sell food) within the Commercial Downtown District.

**SUMMARY:**

On July 18, 2012, Council directed staff to research how wine and beer establishments are permitted in neighboring cities and to draft a proposed amending ordinance that would allow this use also in Tavares.

City staff confirmed that Mount Dora, Eustis and Leesburg allow wine and beer establishments in certain designated land zonings. Staff's recommendation is that wine and beer establishments would be a use most appropriate in the City's Commercial Downtown zoning. This zoning is overlaid by the city's Downtown Waterfront Entertainment District which supports and encourages outside entertainment. This district also has special regulations for opened containers and alcoholic beverages.

The proposed ordinance amends the City's Land Development Regulations in the following manner:

1. Defines *Bar-Wine & Beer*
2. Allows *Bar-Wine & Beer* as a permitted use in the Downtown Commercial zone.
3. Clarifies that restaurants that allow the consumption of alcoholic beverages on premises are classified for zoning purposes as "restaurants" provided the establishment holds a valid state alcoholic beverage license for such purpose and provided at least fifty percent (50%) of its gross revenue is derived from the sale of food and non alcoholic beverages.

**OPTIONS:**

No Council action required at First Reading.

**PLANNING & ZONING BOARD RECOMMENDATION:**

On September 21<sup>st</sup>, The Planning & Board voted unanimously to recommend approval of Ordinance 2012-26 with the condition that a prohibition of drive-through windows for dispensing alcohol beverages be added to this new use in the ordinance. This was added to the draft ordinance that is now under Council's consideration.

**STAFF RECOMMENDATION:**

At Second Reading, staff will recommend that City Council moves to approve Ordinance 2012-26.

**FISCAL IMPACT:** N/A

**LEGAL SUFFICIENCY:**

This ordinance has been approved for legal sufficiency.

ORDINANCE 2012-26

1  
2  
3 AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA  
4 AMENDING THE LAND DEVELOPMENT REGULATIONS BY  
5 AMENDING CHAPTER 3, DEFINING "WINE AND BEER BAR";  
6 AMENDING CHAPTER 8, TABLE 8-2, PERMITTED AND  
7 SPECIAL USES, BY ALLOWING WINE AND BEER BARS IN  
8 THE CD (COMMERCIAL DOWNTOWN) DISTRICT AND BY  
9 AMENDING NOTE 20 OF TABLE 8-2, CLARIFYING THAT  
10 RESTAURANTS PROVIDING ALCOHOLIC BEVERAGES WILL  
11 BE CLASSIFIED AS RESTAURANTS PROVIDING CERTAIN  
12 CONDITIONS ARE MET; SUBJECT TO THE RULES,  
13 REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY  
14 OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.  
15  
16  
17

18 WHEREAS, on September 7, 2005, the City of Tavares adopted the Land Development  
19 Regulations, specifying therein permitted and special uses allowed within established zoning  
20 districts; and  
21

22 WHEREAS, the Land Development Regulation presently only allows liquor, beer and  
23 wine sales for on premise consumption in restaurants that derive at least fifty percent (50%) of  
24 their gross revenue from the sale of food and non-alcoholic beverages; and  
25

26 WHEREAS, the city desires to allow stand alone wine and beer bars as a permitted use  
27 in the CD (Commercial Downtown) zoning district; and  
28

29 WHEREAS, the City of Tavares has determined these changes are appropriate and in  
30 the best interest of the community; therefore;  
31

32 BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA:  
33

34 That the City of Tavares Land Development Regulations be hereby amended as follows:  
35  
36  
37  
38  
39

ORDINANCE 2012-26

1  
2  
3 AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA  
4 AMENDING THE LAND DEVELOPMENT REGULATIONS BY  
5 AMENDING CHAPTER 3, DEFINING "WINE AND BEER BAR";  
6 AMENDING CHAPTER 8, TABLE 8-2, PERMITTED AND  
7 SPECIAL USES, BY ALLOWING WINE AND BEER BARS IN  
8 THE CD (COMMERCIAL DOWNTOWN) DISTRICT AND BY  
9 AMENDING NOTE 20 OF TABLE 8-2, CLARIFYING THAT  
10 RESTAURANTS PROVIDING ALCOHOLIC BEVERAGES WILL  
11 BE CLASSIFIED AS RESTAURANTS PROVIDING CERTAIN  
12 CONDITIONS ARE MET; SUBJECT TO THE RULES,  
13 REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY  
14 OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.  
15  
16  
17

18 WHEREAS, on September 7, 2005, the City of Tavares adopted the Land Development  
19 Regulations, specifying therein permitted and special uses allowed within established zoning  
20 districts; and  
21

22 WHEREAS, the Land Development Regulation presently only allows liquor, beer and  
23 wine sales for on premise consumption in restaurants that derive at least fifty percent (50%) of  
24 their gross revenue from the sale of food and non-alcoholic beverages; and  
25

26 WHEREAS, the city desires to allow stand alone wine and beer bars as a permitted use  
27 in the CD (Commercial Downtown) zoning district; and  
28

29 WHEREAS, the City of Tavares has determined these changes are appropriate and in  
30 the best interest of the community; therefore;  
31

32 BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA:  
33

34 That the City of Tavares Land Development Regulations be hereby amended as follows:  
35  
36  
37  
38  
39

1 **Section 1. Bar-Wine and Beer Defined**

2  
3 **Chapter 3-2, Definitions**, is amended by adding the following refinement to the  
4 definition of a bar:

5  
6 **Bar:** This term includes tavern, cocktail lounge, nightclub, saloon, and the like. Any  
7 establishment wherein alcoholic beverages are sold or dispensed for consumption on premises  
8 and where the annual gross revenue from the sale of alcoholic beverages is fifty-one percent  
9 (51%) or greater of the total gross revenue of the establishment; or any establishment wherein  
10 alcoholic beverages are sold or dispensed for consumption on premises which displays a sign  
11 that is visible from outside the establishment that advertises alcoholic beverages; or where  
12 alcoholic beverages are sold or dispensed for consumption on premises, where private  
13 recreational activities are available to the patron of that establishment. Such recreational uses  
14 include, but are not limited to, pool tables, dart games, air hockey, dancing, live entertainment,  
15 karaoke, pinball or video machines.

16  
17  
18 **Bar-Wine & Beer:** A bar that sells or provides or allows the consumption of wine or beer on  
19 the premise but does not sell or provide or allow the consumption of liquor on the premise  
20 and does not provide a drive-through window or other such take-out facility designed for the  
21 sale of packaged wine and beer for off-site consumption.

22  
23  
24  
25 **Section 2. Amendment to Table 8-2, Permitted and Special Uses with Associated Notes**

26 Adding *Bar-Wine & Beer* as a permitted use within the CD (Commercial Downtown)  
27 District and amending Note 20 of this table to clarify that restaurants providing  
28 alcoholic beverages will be classified as restaurants provided certain conditions are  
29 met.  
30

Private Clubs and Lodges, Community Centers, Civic and Social Organization facilities							(1)	P (11)	P	P	P	P	(1)
	RSF-A	RSF-1	RMF-2	RMF-3	RMH-P	RMH-S	PD	MU	CD	C-1	C-2	I	PFD
Parks, play grounds, recreational areas and recreational or community structures owned and maintained by any private non-profit or for-profit association							(1)		S	S	P	P	
Public Parks, Play grounds and Recreation Areas							(1)						P
General Cultural Uses							(1)	P (11)	P	P	P	P	P
Auditoriums, stadiums, arenas, and expositions							(1)				S	S	P
Health or Fitness uses							(1)	P (11)	P	P	P		
Family / General Entertainment uses							(1)		P	P	P	P	
<b>BUSINESS AND COMMERCIAL USES</b>													
Business and Professional office uses							(1)	P (11)	P	P	P	P	

Banks and Financial Institutions							(1)		P	P	P		
Grocery Stores							(1)					P	
Convenience Store (not including gas/fuel sales)							(1)	S (11)	P	P	P	P	
Convenience Store (including gas/fuel sales)							(1)					P	P
Retail, General Business, or Personal Service							(1)	P (11)	P	P	P		
Retail, General Business, or Personal Service > 50K sq ft. -- single use							(1)					P	
Personal Service or Specialty Shop with light retail							(1)	P (11)					
Retail plant nursery							(1)					P	P
Medical/Dental/Optical Supplies Stores							(1)		P	P	P		
Medical and Dental/Optical Laboratories							(1)			S	P		
Restaurant / Food Service / Food Retail							(1) (20)	P (11) (20)	P (20)	P (20)	P (20)	P (20)	
Bar							(1) (20)		S (20)			S (20)	P
Bar-Wine and Beer									(P)				
Adult Entertainment Establishments													S (22)
Child Care Centers	P (8)	(1)	S (9)	S (9)	S (9)	S (9)							
Business and Technical Trade Schools							(1)		P	P	P	P	
Vocational and Industrial Trade Schools												S	P
Animal hospital, veterinary clinic or animal boarding with boarding of animals in completely enclosed buildings.							(1)				P	P	P
Pet Stores that may include retail, grooming services, and boarding of domestic animals									P (29)	P (29)	P (29)		
Laundromats/Dry Cleaning (self service)							(1)	S (11)	P	P	P		
Laundry/Dry Cleaners without drive-through pickup (no on-site processing, not self service)							(1)	S (11)	P	P	P		
Laundry/Dry Cleaners with drive-through pick-up (no on-site processing, not self service)							(1)				P	P	
Laundry/Dry Cleaners with on-site processing							(1)					P	P
Automobile/Truck, boat, motorcycle, recreational vehicles sales & rental												S (12)	P (12)
Automobile/Truck Parts Sales												P	P
Automobile/Truck/Motorcycle/Boat repair & service												P (13)	P (13)

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20. Liquor, beer and wine sales for consumption on the premises is not permitted except when in conjunction with one (1) of the following:

- 1 a. ~~A restaurant, including a carry-out restaurant, deriving at least fifty percent (50%) of~~  
2 ~~its gross revenue from the sale of food and non-alcoholic beverages, may sell beer~~  
3 ~~or wine for consumption on the premises;~~  
4 b. ~~No liquor, beer or wine for consumption on the premises, may be sold at a drive-in~~  
5 ~~restaurant~~

6  
7 Restaurants that allow the consumption of alcoholic beverages on premises are  
8 classified for zoning purposes as "restaurants" provided the establishment holds a valid  
9 state alcoholic beverage license for such purpose and provided at least fifty percent  
10 (50%) of its gross revenue is derived from the sale of food and non alcoholic beverages.  
11

12  
13  
14 **Section 3. Severability and Conflicts**

15  
16 The provisions of this ordinance are severable and it is the intention of the City Council of  
17 Tavares, Florida, to confer the whole or any part of the powers herein provided. If any court of  
18 competent jurisdiction shall hold any of the provisions of this ordinance unconstitutional, the  
19 decision of such court shall not impair any remaining provisions of this ordinance.  
20

21 **Section 4. Effective Date**

22 This Ordinance shall take effect immediately upon its final adoption by the Tavares City  
23 Council.  
24

25  
26 **PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2012 by the City Council of the  
27 City of Tavares, Florida.

28 \_\_\_\_\_  
29 Robert Wolfe, Mayor  
30 Tavares City Council  
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32 First Reading: \_\_\_\_\_  
33

34 Second Reading: \_\_\_\_\_  
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37 ATTEST:

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39 \_\_\_\_\_  
40 Nancy A. Barnett, City Clerk  
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1 Approved as to form:

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Robert Q. Williams, City Attorney

Lake Sentinel

MOVIES SEPT. 7-13

Continued from Page F5

**THE DARK KNIGHT RISES:** The masked vigilante Batman must save Gotham City from dangerous new threats, including the mysterious villain Bane. With Christian Bale, Michael Caine, Anne Hathaway and Tom Hardy. Written by Jonathan Nolan and Christopher Nolan. Directed by Christopher Nolan.

**DIARY OF A WIMPY KID: DOG DAYS:** An adolescent boy tries to survive summer misadventures in such fraught situations as swimming at the public pool and going camping. With Zachary Gordon, Devon Bostick, Rachael Harris and Robert Capron. Written by Maya Forbes and Wallace Wolodarsky. Directed by David Bowers.

**THE EXPENDABLES 2:** After a seemingly routine mission goes awry, a band of mercenaries seek revenge against an adversary and stumble onto a global threat. With Sylvester Stallone, Jason Statham, Jet Li and Dolph Lundgren. Written by Stallone, Richard Wenk, Ken Kaufman and David Agostoni. Directed by Simon West.

**THE EYE OF THE STORM:** A dying matriarch continues to wield considerable control over her affairs and those around her. With Geoffrey Rush, Charlotte Rampling and Judy Davis. Written by Judy Morris. Directed by Fred Schepisi.

**HIT & RUN:** A former getaway driver breaks out of the Witness Protection Program to get his girlfriend to Los Angeles. The feds and the driver's former gang give chase. With Dak Shepard, Kristen Bell and Bradley Cooper. Written by Shepard. Directed by David Palmer and Shepard.

**HOPE SPRINGS:** After 30 years of marriage, an adulterous couple attends a week of counseling to shed their bedroom hang-ups and reignite the spark that caused them to fall for each other in the first place. With Meryl Streep, Tommy Lee

Jones and Steve Carell. Written by Vanessa Taylor. Directed by David Frankel.

**ICE AGE 4: CONTINENTAL DRIFT:** A group of prehistoric animals try to survive a continental cataclysm in the fourth installment of the "Ice Age" series. With the voices of Ray Romano, John Leguizamo, Denis Leary and Queen Latifah. Written by Michael Berg and Jason Fuchs. Directed by Steve Martino and Michael Thurmeier.

**LAST DANCE OF COURAGE:** A man sets out to restore his town's holiday spirit and challenges fellow residents to take back the freedoms they have lost. With Marsha梨 Tsai, Jennifer O'Neill and Fred Williamson. Written by Darrel Campbell. Directed by Campbell and Kevin McAfee.

**LAWLESS:** Set in Virginia during the 1930s, a bootlegging gang is threatened by authorities who want a cut of their profits. With Tom Hardy, Shia LaBeouf and Guy Pearce. Written by Nick Kazan. Directed by John Hancock.

**MARVEL'S THE AVENGERS:** A team of superheroes unite to save the world. With Robert Downey Jr., Chris Evans, Mark Ruffalo and Chris Hemsworth. Written and directed by Joss Whedon.

**THE ODD LIFE OF TIMOTHY GREEN:** A group of friends try to recover five magical balloons in time for a surprise birthday party. With Tom Braxton, Chris Leachman, Christopher Lloyd and Chazz Palminter. Written by Scott Stuber. Directed by Matthew Diamond.

**THE DOGIE LOVES IN THE BIG BALLOON ADVENTURE:** The Dogie loves set out to find five magical golden balloons in time for their friend's birthday.

**PARANORMAN:** In this animated film, a misunderstood boy who can communicate with the dead is called upon to save the day when his small town is overrun by zombies. With the voices of Kodi Smit-McPhee, Tucker Albrizzi and Casey Affleck. Written by Chris Butler. Directed by Butler and Sam Fell.

Written by Butler and Sam Fell. The divorced parents of a 10-year-old girl are troubled by her increasing erratic behavior, which seems to be linked to an antique wooden box she purchased at a yard sale. With Jeffrey Dean Morgan and Kyla Rodriguez. Written by Juliet Snowden and Siles White. Directed by Glenn Bernaldi.

**PREMIUM RUSH:** For an intrepid New York City bike messenger, a routine delivery turns into a life-or-death chase. With Joseph Gordon-Levitt, Michael Shannon, Dana Ramirez and Jamie Chung. Written by David Koepp and John Kamps. Directed by Koepp.

**RUBY SPARKS:** A young novelist who was successful early in his career finds himself struggling until the events of an inspiring character—who shocks him by appearing in the flesh shortly thereafter. With Paul Dano, Zoe Kazan, Antonio Banderas and Annette Bening. Written by Kazan. Directed by Jonathan Dayton and Valerie Faris.

**SPARKLE:** In Motown-era Detroit, a talented young singer tries to balance a new romance with her manager, her family life and her ambition to become a star. With Jordin Sparks, the late Whitney Houston, Derek Luke and Mike Epps. Written by Mara Brock Akii. Directed by Salim Akai.

**TOTAL RECALL:** In the future, a factory worker's role-playing mental vacation as a super-spy goes awry, leaving him a hunted man and turning the lines between reality and fantasy. With Colin Farrell, Kate Beckinsale, Jessica Biel and Bryan Cranston. Written by Kurt Wimmer and Mark Bomback. Directed by Len Wiseman.

**THE WORDS:** A struggling writer finds and claims another man's long lost work as his own and begins repeating the mistakes of someone in the past. With Bradley Cooper, Jeremy Irons, Dennis Quaid and Zoe Saldana. Written and directed by Brian Koppelman and Lee Sternthal.

THE CITY OF TAVARES NOTICE OF PUBLIC HEARING

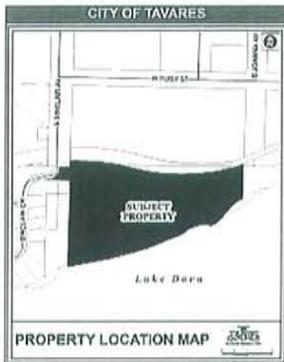
Notice is hereby given that the City of Tavares will consider at the public hearings set forth below enactment of proposed Ordinance 2012-31 & Ordinance 2012-32 listed as follows:

ORDINANCE 2012-31

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, REZONING APPROXIMATELY 3.91 ACRES OF PROPERTY GENERALLY LOCATED ON THE WEST SIDE OF WOODTON PARK, SOUTH OF THE RAILROAD RIGHT-OF-WAY FROM RD (PLANNED DEVELOPMENT), TO PD (PUBLIC FACILITIES DISTRICT), SUBJECT TO THE RULES, REGULATIONS AND ORDINATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL, PROVIDING FOR AN EFFECTIVE DATE

ORDINANCE 2012-32

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP 2020, PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION ON APPROXIMATELY 3.91 ACRES OF PROPERTY GENERALLY LOCATED ON THE WEST SIDE OF WOODTON PARK, SOUTH OF THE RAILROAD RIGHT-OF-WAY FROM COMMERCIAL DOWNTOWN TO PUBLIC FACILITIES INSTITUTIONAL, PROVIDING FOR SEVERABILITY AND CONFLICTS, PROVIDING FOR TRANSMITTAL, AND PROVIDING FOR AN EFFECTIVE DATE



- Proposed Ordinance 2012-31 & Ordinance 2012-32 will be considered at the following public meetings:
1. Tavares Planning & Zoning Board meeting on September 20, 2012, at 3 p.m. and
  2. Tavares City Council meeting on October 3, 2012, at 4 p.m. (Introduction and First Reading by Title City), and
  3. Tavares City Council meeting on October 17, 2012, at 4 p.m. (Second Reading)

All meetings will be conducted in the Tavares City Council Chambers in City Hall at 201 East Main St., Tavares, Florida.

Proposed Ordinance 2012-31 & Ordinance 2012-32 may be inspected by the public between the hours of 7:30 a.m. and 5:00 p.m. Monday through Friday of each week at City Hall.

Interested parties may appear at the meetings and, at the Planning & Zoning Board meeting and City Council Second Reading, be heard with respect to the proposed ordinances. It is City Council policy to limit public discussion of proposed ordinances to the Planning & Zoning Board meeting and City Council Second Reading. Any persons wishing to appeal a decision of the public body should ensure himself a verbatim record of the proceedings as made.

If you are a person with a disability who needs an accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the City Planning Department, City of Tavares, 201 East Main Street, Tavares, Florida 32778, Telephone: (352) 742-6408, at least 2 (two) working days prior to the date of the Public Hearing, if you are hearing or voice impaired, call (352) 742-6433.

Please direct any questions on this proposed ordinance to Jacques Skutt, Community Development Director, at 742-6404.

Orlando Sentinel

Publication Date: 09/12/2012

This E-Sheet(R) is provided as conclusive evidence that the ad appeared in The Orlando Sentinel on the date and page indicated. You may not create derivative works, or in any way exploit or repurpose any content.

Ad Number: 817455-1  
 Insertion Number:  
 Size: 3 x 10.5  
 Color Type: B&W

Client Name: / PO# MIKE FITZGERALD  
 Advertiser: City of Tavares  
 Section/Page/Zone: Lake Zone/F006/LAK  
 Description: NOTICE OF PUBLIC HEARING

**WE HAVE MOVED**

**Center for Digestive Health**

Our Office Has Relocated from  
 255 Citrus Tower Blvd.  
 to  
 1920 Don Wickham Dr.  
 Suite 325, Clermont, FL 34711

To Make an Appointment  
**PLEASE CALL**  
**407-896-1726**

**OSPREY LODGE**  
 Assisted Living & Memory Care

**Come Discover...**  
 The New Assisted Living & Memory Care Residences

Call Denise for your personal Tour  
**352-508-7553**  
 www.ospreylodgetavares.com

**DIRECTIONS:** Take Hwy 441 to Tavares. Turn south onto Mayo Drive (across from Florida Hospital Waterman). Proceed 1/4 mile to Osprey Lodge.

**GRAND OPENING COMING SOON!**

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
OCTOBER 3, 2012**

**AGENDA TAB NO. 10**

**FIRST READING**

**SUBJECT TITLE:     Ordinance 2012-31  
                          Zoning Amendment-Wooton Park Expansion**

---

**OBJECTIVE:**

To consider the rezoning of approximately 3.61 acres located on the west side of Wooton Park, south of railroad right-of-way from PD (Planned Development) to PFD (Public Facilities District).

**SUMMARY:**

The subject property consists of 3.61 acres of land located on the west side of Wooton Park, south of the railroad right-of-way. The property is vacant and has been acquired by the City of Tavares from Tavares Station Development, LLC for the purpose of expanding Wooton Park with improvements including, but not limited to, a public boat ramp, restrooms, parking, and an extension of the Tav-Lee trail. Under our Land Development Regulations, the PFD zoning is reserved for all governmental uses.

Any development of these properties will be in accordance with the City's Land Development Regulations. A Future Land Use Map amendment to a Public Facility designation is concurrently under consideration.

**OPTIONS:**

No Council action required at First Reading.

**PLANNING & ZONING BOARD RECOMMENDATION:**

On Sept. 20<sup>th</sup>, the Planning & Board voted unanimously to recommend approval of Ordinance 2012-31.

**STAFF RECOMMENDATION:**

At Second Reading, staff will recommend that City Council moves to approve Ordinance 2012-31.

**FISCAL IMPACT:** N/A

**LEGAL SUFFICIENCY:**

This ordinance has been reviewed by the City Attorney and approved for legal sufficiency.

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**ORDINANCE 2012-31**

**AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, REZONING APPROXIMATELY 3.61 ACRES OF PROPERTY GENERALLY LOCATED ON THE WEST SIDE OF WOOTON PARK, SOUTH OF THE RAILROAD RIGHT-OF-WAY FROM PD (PLANNED DEVELOPMENT) TO PFD (PUBLIC FACILITIES DISTRICT); SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Tavares, has purchased property, described in Exhibit "A", that is adjacent to Wooton Park, the city's downtown waterfront park; and

**WHEREAS**, the City of Tavares desires to expand Wooton Park to include the property described in Exhibit "A", and

**WHEREAS**, the City of Tavares seeks to rezone said property from PD (Planned Development) to PFD (Public Facilities District) to facilitate this expansion; and

**WHEREAS**, the city's Downtown Master Plan encourages expansion of parks, open space, and trails in our city core; and

**WHEREAS**, the City of Tavares held duly noticed public hearings before the Planning and Zoning Board and City of Tavares City Council, providing opportunity for individuals to hear and to be heard regarding the proposed amended zoning; and

**WHEREAS**, the City Council has reviewed and considered all relevant evidence and information and testimony presented by witnesses, the public, and City staff; and

**WHEREAS**, the City is concurrently processing an amendment to the City's Comprehensive Plan to re-designate the property from Commercial Downtown to Public Facility/Institutional on the Future Land Use Map 2020; and

**WHEREAS**, the City Council finds this amendment in compliance with the City of Tavares Land Development Regulations and the proposed amended Comprehensive Plan; now therefore

1 **BE IT ORDAINED** by the City Council of the City of Tavares, Florida, as follows:

2  
3 **Section 1. Rezoning**

4 The said property, as legally defined in Exhibit "A", attached hereto and made a part  
5 herewith, is hereby rezoned from PD (Planned Development) to PFD (Public Facilities District),  
6 subject to conditions and restrictions outlined in Exhibit "B", attached hereto and made a part  
7 herewith, under the specific provisions as established by the City of Tavares Land Development  
8 Regulations.

9  
10 **Section 2. Severability.**

11 Upon a determination by a court of competent jurisdiction that a portion of this ordinance  
12 is void, unconstitutional, or unenforceable, all remaining portions shall remain in full force and  
13 effect.

14 **Section 3. Effective Date.**

15 This ordinance shall take effect immediately upon its final adoption by the Tavares City  
16 Council.

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19 **PASSED AND ORDAINED** this \_\_\_\_\_ of \_\_\_\_\_, 2012, by the City Council of the  
20 City of Tavares, Florida.

21  
22  
23 \_\_\_\_\_  
24 Robert Wolfe, Mayor  
25 Tavares City Council

26 First Reading: \_\_\_\_\_

27  
28 Passed Second Reading: \_\_\_\_\_

29  
30  
31 ATTEST:

32  
33 \_\_\_\_\_  
34 Nancy Barnett, City Clerk

35  
36  
37 APPROVED AS TO FORM AND LEGALITY:

38  
39 \_\_\_\_\_  
40 Robert Q. Williams, City Attorney

**EXHIBIT A**

PARCEL "A"

THOSE PORTIONS OF THE MAP OF TAVARES, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 1, PAGE 64, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, BOUNDED ON THE SOUTH BY THE ORDINARY HIGH WATER LINE OF LAKE DORA; AND A PORTION OF SHEET 10 REVISED, ACCORDING TO THE SUPPLEMENTAL PLAT OF A PORTION OF TAVARES LYING IN SECTIONS 29 AND 32, TOWNSHIP 19 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, APPROVED SEPTEMBER 28, 1935 BY THE DEPARTMENT OF THE INTERIOR GENERAL LAND OFFICE, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOTS 1 AND 2, OF BLOCK 129, LESS THE WEST 1.00 FOOT THEREOF; BLOCK 130; ALL THAT PART OF THE STREET DESIGNATED AS TAVARES BOULEVARD TOGETHER WITH THE ABANDONED RIGHT-OF-WAY OF THE ATLANTIC COAST LINE RAILROAD AS SHOWN ON SAID REVISED SHEET 10 LYING EAST OF A LINE PARALLEL WITH AND 1.00 FOOT EAST OF THE EAST RIGHT-OF-WAY LINE OF SINCLAIR AVENUE AND LYING SOUTHERLY AND WESTERLY OF THE SOUTHERLY RIGHT-OF-WAY LINE OF THE SEABOARD AIRLINE RAILROAD; ALL THAT PART OF TEXAS AVENUE LYING SOUTH OF THE SOUTHERLY RIGHT-OF-WAY LINE OF THE SEABOARD AIRLINE RAILROAD; AND THE SOUTH 1/2 OF BRYAN STREET BOUNDED ON THE WEST BY A LINE PARALLEL WITH AND 1.00 FOOT EAST OF THE EAST RIGHT-OF-WAY LINE OF SINCLAIR AVENUE, BOUNDED ON THE SOUTH BY THE NORTH LINE OF BLOCK 129 AND THE NORTH RIGHT-OF-WAY LINE OF TAVARES BOULEVARD.

TOGETHER WITH THAT PORTION OF JOANNA AVENUE BOUNDED ON THE NORTH BY THE SOUTHERLY RIGHT OF WAY LINE OF THE SEABOARD AIR LINE RAILROAD, AND BOUNDED ON THE SOUTH BY THE ORDINARY HIGH WATER LINE OF LAKE DORA.

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**EXHIBIT "B"**

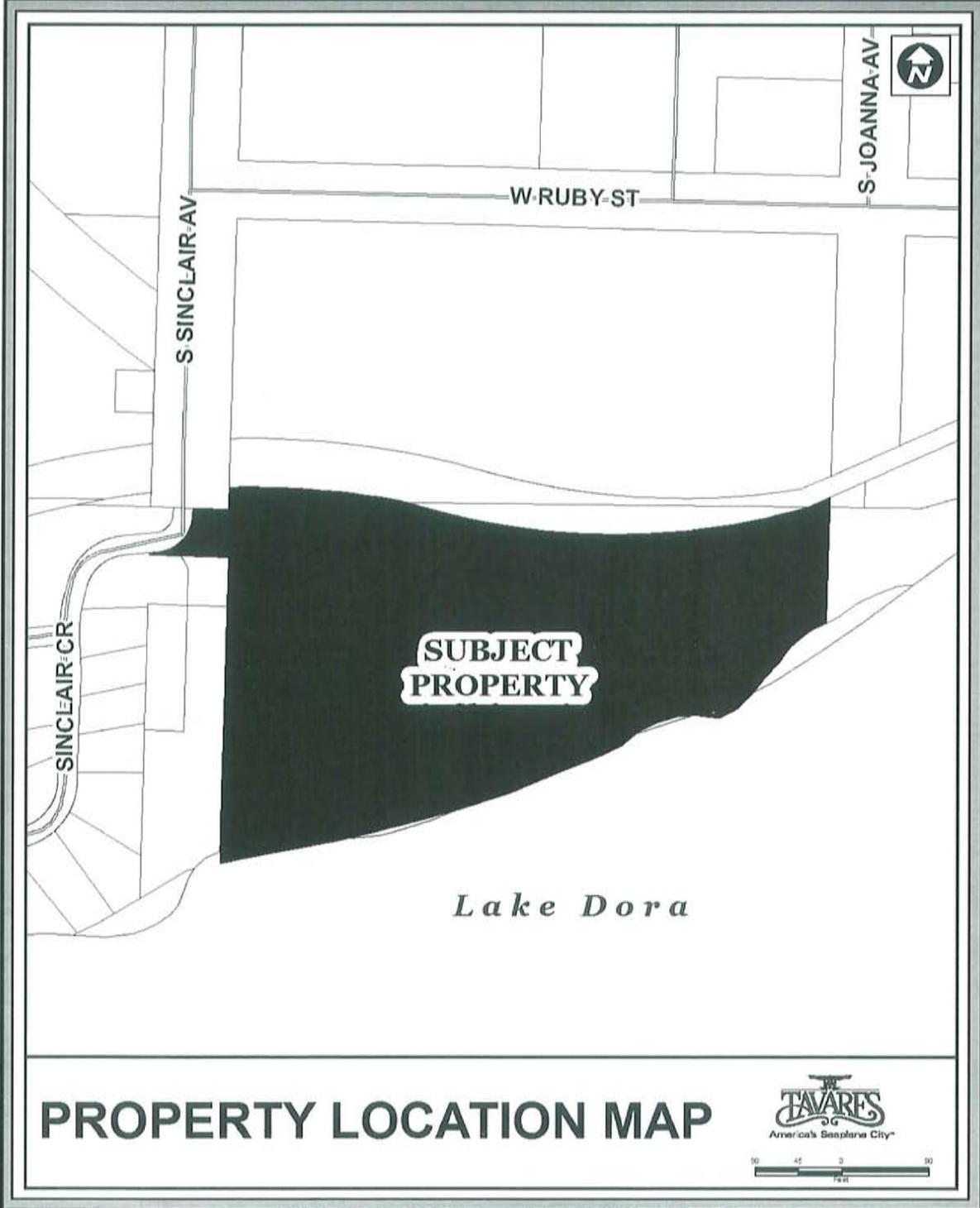
Grantor hereby declares that all of the land conveyed by this Deed is hereby made subject to the following covenants, conditions and restrictions which shall be binding on all parties having any rights to title or interest in the land and their heirs successors and assigns.

Height limitation: the maximum building height of any new or replacement structure is limited to a height of not greater than 35'.

Building height shall mean: the vertical distance from the main elevation of the finished grade along the front of the building to the highest point of a flat roof, or to the deck line of a mansard roof, or to the main height level between the eaves and ridge for gable, hip and gambrel roofs.

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# CITY OF TAVARES

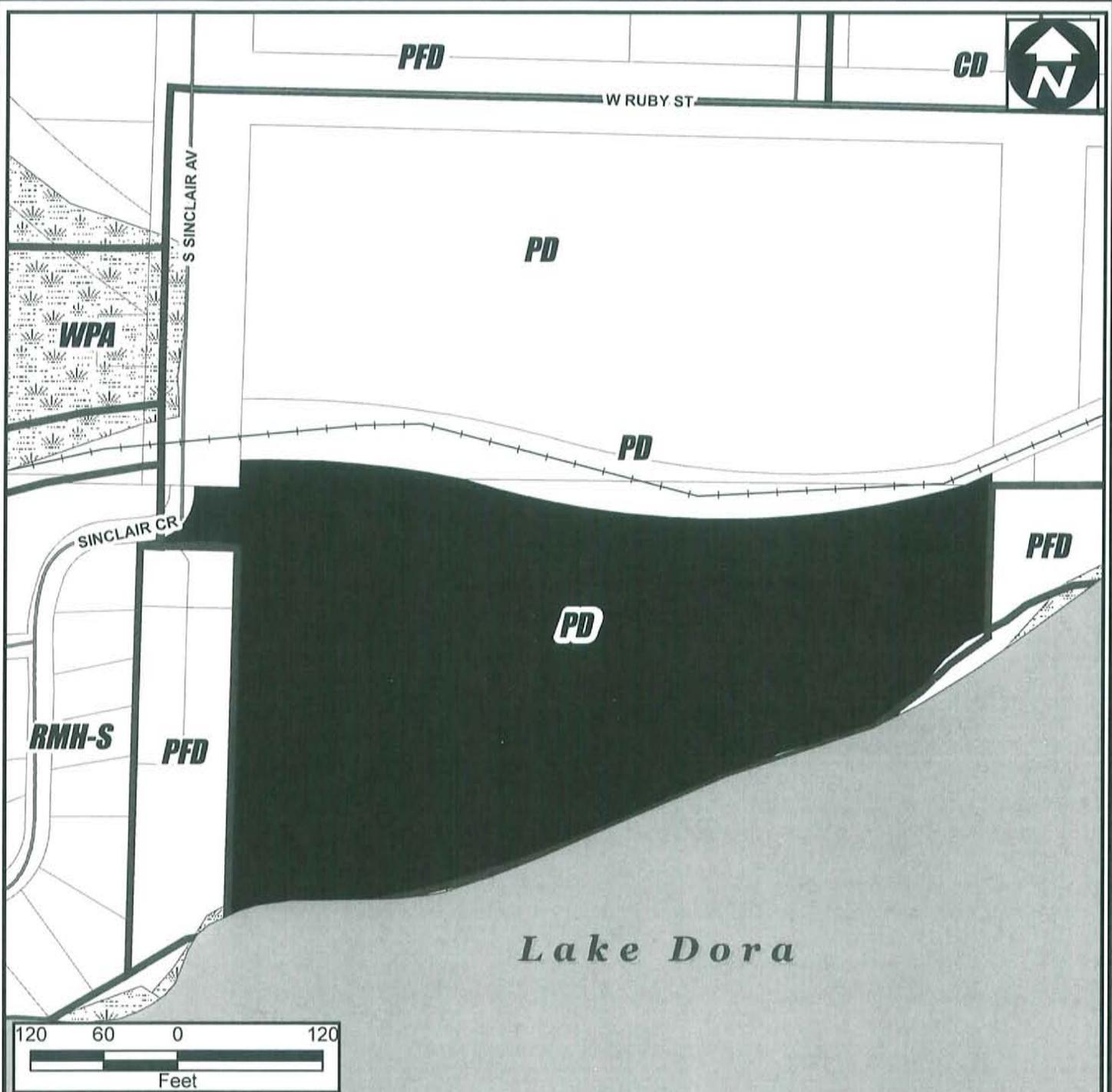


Created By: City of Tavares GIS

F:\PZD\DATA\PROJECT FILES\City Initiated Rezoning\Wooton Park\GIS\GIS\_Maps\AD\_Wooton\_Park.mxd

Map Created on 8/28/12

# CITY OF TAVARES ORDINANCE # 2012-31



- RSF-A Residential Single Family
- RSF-1 Residential Single Family
- RMF-2 Residential Multi-Family
- RMF-3 Residential Multi-Family
- RMH-S Residential Manufactured Home Sub.
- RMH-P Residential Manufactured Home Park
- PD Planned Development District
- MU Mixed Use District
- C-1 General Commercial
- C-2 Highway Commercial
- CD Commercial Downtown District
- I Industrial District
- PFD Public Facilities District



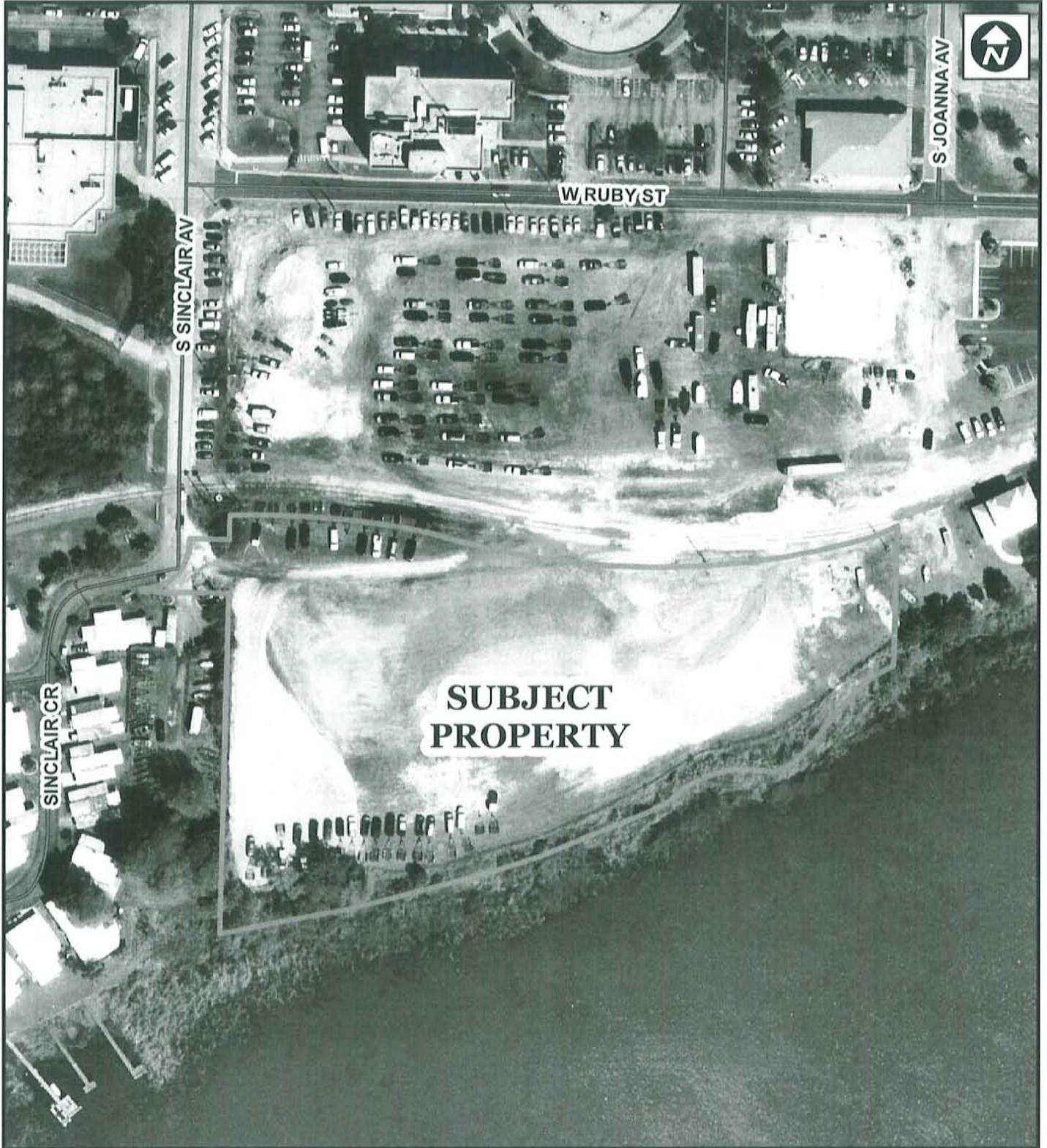
## ZONING MAP ORDINANCE # 2012-31

### Wooton Park Expansion Site

Current Zoning: PD  
Proposed Zoning: PFD  
03.61 ± Acres

Legend	
	CITY BOUNDARY
	ZONING
	SUBJECT PROPERTY
	UNINCORPORATED
	MAJOR ROADS
	STREETS
	PARCELS
	CONS/WETLANDS

# CITY OF TAVARES



## PROPERTY LOCATION MAP



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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
OCTOBER 3, 2012**

**AGENDA TAB NO. 11**

**FIRST READING**

**SUBJECT TITLE: Ordinance 2012-32  
Small Scale FLUM Amendment- Wooton Park Expansion**

---

**OBJECTIVE:**

To consider a Future Land Use Map amendment of approximately 3.61 acres of property located on the west side of Wooton Park, south of the railroad right-of-way.

**SUMMARY:**

Ordinance 2012-32 proposes a small scale amendment to the Future Land Use Map 2020 of the Comprehensive Plan.

The subject property is approximately 3.61 acres in size, located on the west side of Wooton Park, south of the railroad right-of-way. The city recently purchased this property to expand the Wooton Park/Seaplane Base and Marina. The process to rezone the property to Public Facilities District (PUB) is concurrently being undertaken. This ordinance would amend the current Future Land Use Designation from Commercial Downtown to Public Facilities/Institutional.

**Future Land Use Amendment/Compatibility**

The property is within the city's downtown core. The city's adopted Downtown Master Plan encourages expansion of parks, open space, and trails in the downtown core.

**Site Conditions**

The property is vacant. A site plan demonstrating compliance with all city regulations, including applicable state and federal environmental laws, must be approved prior to the issuance of permits for site development.

**Impact on City Services**

Municipal water and sewer is available to the property. The City's Concurrency Management System will ensure that Levels of Service (LOS) will not be degraded beyond the adopted levels of service for all regulated public facilities. It is anticipated that this amendment will not implicate any significant increase on Levels of Service.

**FINDINGS**

This amendment request is considered to be in compliance with the Comprehensive Plan Goals, Objectives and Policies with the following findings:

1. A Public Facilities/Institutional Future Land Use designation would serve as the most appropriate land use for the subject property that is owned by local government and that is intended to be used as a public park.
2. Impacts of the proposed development of the subject property shall be monitored through the City's Concurrency Management System. (Comp Plan, Chapter 8)

**OPTIONS:**

No Council action require at First Reading.

**PLANNING & ZONING BOARD RECOMMENDATION:**

On Sept. 20<sup>th</sup>, the Planning & Board voted unanimously to recommend approval of Ordinance 2012-32.

**STAFF RECOMMENDATION:**

At Second Reading, staff will recommend that City Council moves to approve Ordinance 2012-32.

**FISCAL IMPACT:** N/A

**LEGAL SUFFICIENCY:**

This ordinance has been reviewed by the City Attorney and approved for legal sufficiency.

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**ORDINANCE 2012-32**

**AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP 2020, PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION ON APPROXIMATELY 3.61 ACRES OF PROPERTY GENERALLY LOCATED ON THE WEST SIDE OF WOOTON PARK, SOUTH OF THE RAILROAD RIGHT-OF-WAY; FROM COMMERCIAL DOWNTOWN TO PUBLIC FACILITY/INSTITUTIONAL; PROVIDING FOR SEVERABILITY AND CONFLICTS; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Tavares, has purchased property, described in Exhibit "A", that is adjacent to Wooton Park, the city's downtown waterfront park; and

**WHEREAS**, the City of Tavares desires to expand Wooton Park to include the property described in Exhibit "A", and

**WHEREAS**, City of Tavares is seeking an amendment to the Tavares Comprehensive Plan Future Land Use Map 2020 to change the designation of said property from Commercial Downtown to Public Facility/Institutional to facilitate this park expansion; and

**WHEREAS**, the properties consist of less than ten acres; and

**WHEREAS**, the City of Tavares has advertised as required by law for two public hearings prior to adoption of this ordinance; and

**WHEREAS**, the City has held such public hearings and the records of the City provide that affected individuals have been notified as required by law; and

**WHEREAS**, the City desires to encourage expansion of parks, open space, and trails in our city core; and

**WHEREAS**, the Public Facility/Institutional Future Land Use designation facilitates these preferred uses; and

**WHEREAS**, a Public Facility/Institutional Future Land Use designation is compatible with surrounding future land use designations; and

1  
2           **WHEREAS**, the City of Tavares Planning and Zoning Board, Local Planning Agency,  
3 and City Council held duly noticed public hearings providing opportunity for individuals to hear  
4 and be heard regarding the adoption of the proposed map amendment; and

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6           **WHEREAS**, the City Council has reviewed and considered all relevant evidence and  
7 information and testimony presented by witnesses, the public, and City staff; and

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9           **WHEREAS**, the City Council finds this amendment in compliance with Chapter 163,  
10 Florida Statutes, and the City of Tavares Comprehensive Plan; and

11  
12           **WHEREAS**, adoption of this amendment is in the best interest of the health, safety, and  
13 general welfare of the citizens of Tavares;

14  
15           **NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Tavares,  
16 Florida as follows:

17  
18    **Section 1.     Future Land Use Amendment**

19           The Comprehensive Plan and Future Land Use Map 2020 of the City of Tavares,  
20 Florida, is hereby amended to reflect a re-designation from Commercial Downtown to Public  
21 Facility/Institutional on certain real property as legally described in Exhibit "A". All provisions of  
22 the Comprehensive Plan shall hereby apply to said property.

23  
24    **Section 2.     Severability and Conflicts**

25           The provisions of this ordinance are severable and it is the intention of the City Council of  
26 Tavares, Florida, to confer the whole or any part of the powers herein provided. If any court of  
27 competent jurisdiction shall hold any of the provisions of this ordinance unconstitutional, the  
28 decision of such court shall not impair any remaining provisions of this ordinance.

29  
30    **Section 3.     Transmittal**

31           The City Administrator is hereby authorized and directed to transmit the adopted  
32 Comprehensive Plan amendments to the Florida Department of Economic Opportunity, the East  
33 Central Florida Regional Planning Council, the St. Johns River Water Management District, the  
34 Department of Environmental Protection, the Florida Department of Transportation, and any  
35 other governmental agency in the state of Florida that has filed a written request with the City

1 Council for a copy of the Comprehensive Plan within 10 working days of the adoption of this  
2 Ordinance as specified in the State Land Planning Agency's procedural rules.

3  
4 **Section 4. Effective Date**

5 The effective date of this plan amendment, if the amendment is not timely challenged,  
6 shall be 31 days after the state land planning agency notifies the local government that the plan  
7 amendment package is complete. If timely challenged, this amendment shall become effective  
8 on the date the state land planning agency or the Administration Commission enters a final order  
9 determining this adopted amendment to be in compliance. No development orders, development  
10 permits, or land uses dependent on this amendment may be issued or commence before it has  
11 become effective. If a final order of noncompliance is issued by the Administration Commission,  
12 this amendment may nevertheless be made effective by adoption of a resolution affirming its  
13 effective status, a copy of which resolution shall be sent to the state land planning agency.

14  
15  
16 **PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2012 by the City Council of  
17 the City of Tavares, Florida.

18  
19  
20  
21 \_\_\_\_\_  
22 Robert Wolfe, Mayor  
23 Tavares City Council

24 First Reading: \_\_\_\_\_

25  
26 Second Reading & Final Adoption: \_\_\_\_\_

27  
28  
29 ATTEST:

30  
31  
32 \_\_\_\_\_  
33 Nancy A. Barnett, City Clerk

34  
35 Approved as to form:

36  
37  
38  
39 \_\_\_\_\_  
40 Robert Q. Williams, City Attorney

*EXHIBIT A*

PARCEL "A"

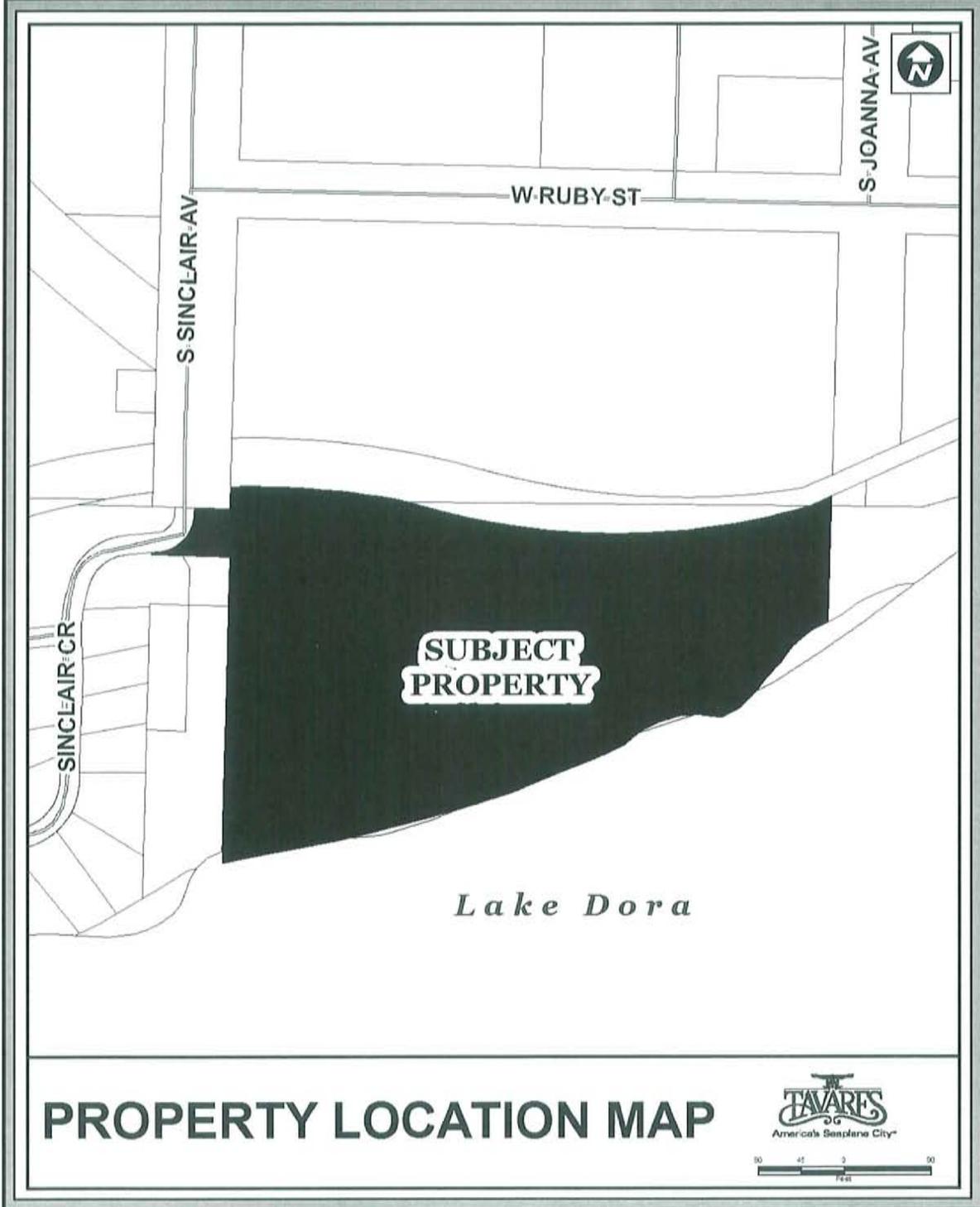
THOSE PORTIONS OF THE MAP OF TAVARES, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 1, PAGE 64, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, BOUNDED ON THE SOUTH BY THE ORDINARY HIGH WATER LINE OF LAKE DORA; AND A PORTION OF SHEET 10 REVISED, ACCORDING TO THE SUPPLEMENTAL PLAT OF A PORTION OF TAVARES LYING IN SECTIONS 29 AND 32, TOWNSHIP 19 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, APPROVED SEPTEMBER 28, 1935 BY THE DEPARTMENT OF THE INTERIOR GENERAL LAND OFFICE, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOTS 1 AND 2, OF BLOCK 129, LESS THE WEST 1.00 FOOT THEREOF; BLOCK 130; ALL THAT PART OF THE STREET DESIGNATED AS TAVARES BOULEVARD TOGETHER WITH THE ABANDONED RIGHT-OF-WAY OF THE ATLANTIC COAST LINE RAILROAD AS SHOWN ON SAID REVISED SHEET 10 LYING EAST OF A LINE PARALLEL WITH AND 1.00 FOOT EAST OF THE EAST RIGHT-OF-WAY LINE OF SINCLAIR AVENUE AND LYING SOUTHERLY AND WESTERLY OF THE SOUTHERLY RIGHT-OF-WAY LINE OF THE SEABOARD AIRLINE RAILROAD; ALL THAT PART OF TEXAS AVENUE LYING SOUTH OF THE SOUTHERLY RIGHT-OF-WAY LINE OF THE SEABOARD AIRLINE RAILROAD; AND THE SOUTH 1/2 OF BRYAN STREET BOUNDED ON THE WEST BY A LINE PARALLEL WITH AND 1.00 FOOT EAST OF THE EAST RIGHT-OF-WAY LINE OF SINCLAIR AVENUE, BOUNDED ON THE SOUTH BY THE NORTH LINE OF BLOCK 129 AND THE NORTH RIGHT-OF-WAY LINE OF TAVARES BOULEVARD.

TOGETHER WITH THAT PORTION OF JOANNA AVENUE BOUNDED ON THE NORTH BY THE SOUTHERLY RIGHT OF WAY LINE OF THE SEABOARD AIR LINE RAILROAD, AND BOUNDED ON THE SOUTH BY THE ORDINARY HIGH WATER LINE OF LAKE DORA.

1  
2  
3

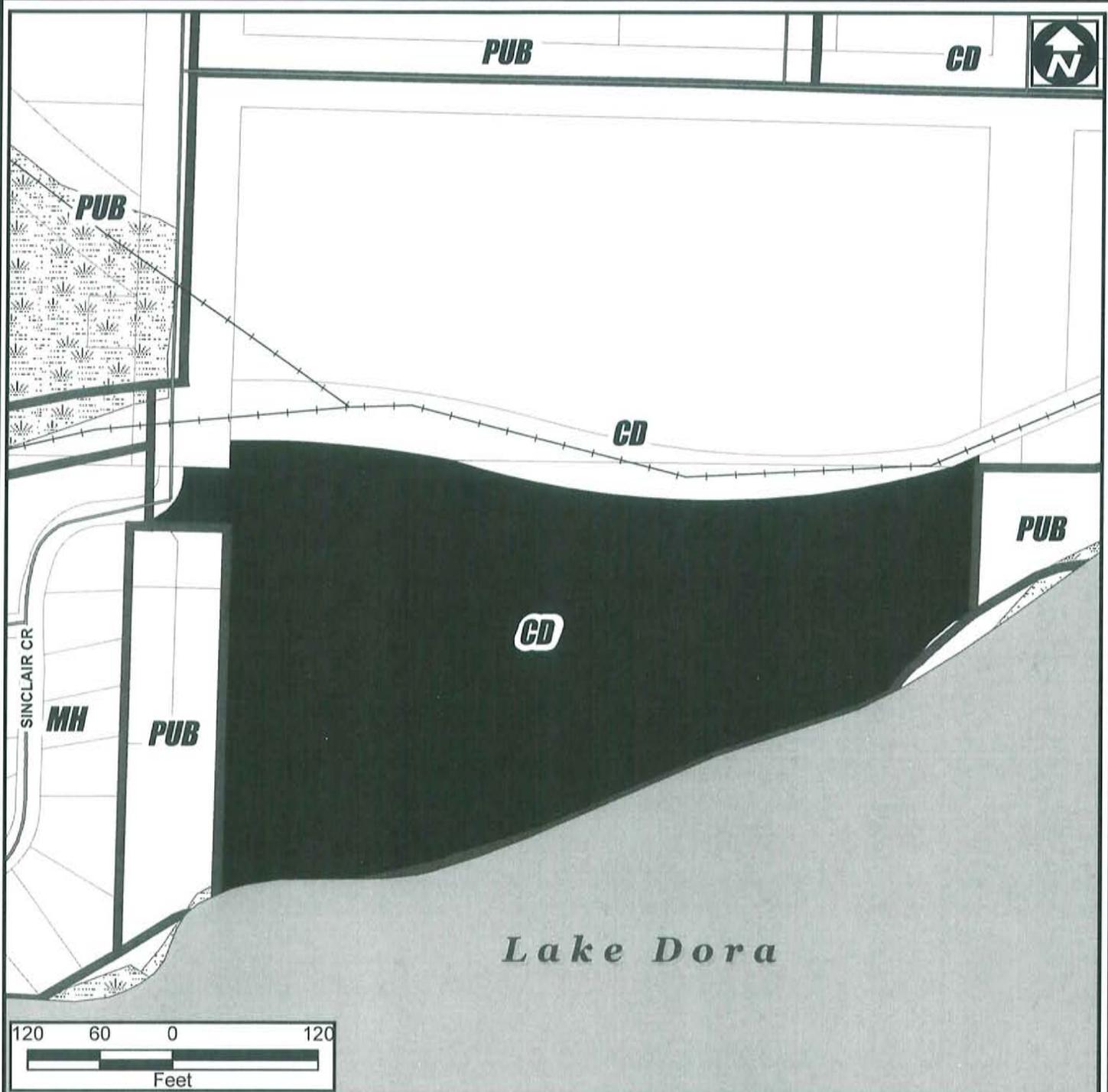
# CITY OF TAVARES



## PROPERTY LOCATION MAP



# CITY OF TAVARES ORDINANCE # 2012-32



SUB	Suburban	3.0 DU/Acre
SUB EX	Suburban Expansion	4.0 DU/Acre
LOW	Low Density	5.6 DU/Acre
MOD	Moderate Density	10 DU/Acre
MED	Medium Density	12 DU/Acre
HD	High Density	12-25 DU/Acre
MH	Mobile Home	8.7 DU/Acre
MUN	Mixed Use Neighborhood	12 DU/Acre
MUC	Mixed Use Commercial	25 DU/Acre
COM	Commercial	
CD	Commercial Downtown	25 DU/Acre
IND	Industrial	
PUB	Public Facility/Institutional	
CONS	Westlands & Conservation	

## FUTURE LAND USE MAP ORDINANCE # 2012-32

### Wooton Park Expansion Site

Current FLU: CD  
Proposed FLU: PUB  
03.61± Acres

Legend	
	CITY BOUNDARY
	FLU
	SUBJECT PROPERTY
	UNINCORPORATED
	MAJOR ROADS
	STREETS
	CONS/WETLANDS
	PARCELS

Lake Sentinel

MOVIES SEPT. 7-13

Continued from Page F5

**THE DARK KNIGHT RISES:** The masked vigilante Batman must save Gotham City from dangerous new threats, including the mysterious villain Bane. With Christian Bale, Michael Caine, Anne Hathaway and Tom Hardy. Written by Jonathan Nolan and Christopher Nolan. Directed by Christopher Nolan.

**DIARY OF A WIMPY KID: DOG DAYS:** An adolescent boy tries to survive summer misadventures in such fraught situations as swimming at the public pool and going camping. With Zachary Gordon, Devon Bostick, Rachael Harris and Robert Capron. Written by Maya Forbes and Wallace Wolodarsky. Directed by David Bowers.

**THE EXPENDABLES 2:** After a previous mission goes awry, a band of mercenaries seek revenge against an adversary and stumble onto a global threat. With Sylvester Stallone, Jason Statham, Jet Li and Dolph Lundgren. Written by Stallone, Richard Wenk, Ken Kaufman and David Agostoni. Directed by Simon West.

**THE EYE OF THE STORM:** A young maltraced child is used to wield considerable control over her affairs and those around her. With Geoffrey Rush, Charlotte Rampling and Judy Davis. Written by Judy Morris. Directed by Fred Schepisi.

**HIT & RUN:** A former getaway driver breaks out of the Witness Protection Program to get his girlfriend to Los Angeles. The cops and the driver's former gang give chase. With Oak Shepard, Kristen Bell and Bradley Cooper. Written by Shepard. Directed by David Palmer and Shepard.

**HOPE SPRINGS:** After 30 years of marriage, an engaged couple attends a week of counseling to shed their bedroom hang-ups and reignite the spark that caused them to fall for each other in the first place. With Meryl Streep, Tommy Lee

Jones and Steve Carell. Written by Vanessa Taylor. Directed by David Frankel.

**ICE AGE 4: CONTINENTAL DRIFT:** A group of Paleo-Itho animals try to survive a continental cataclysm in the fourth installment of the "Ice Age" series. With the voices of Ray Romano, John Leguizamo, Denis Leary and Queen Latifah. Written by Michael Berg and Jason Fuchs. Directed by Steve Martino and Michael Thurmeier.

**LAST OUNCE OF COURAGE:** A man sets out to restore his town's holiday spirit and challenges fellow residents to take back the freedoms they have lost. With Marshall 'R' Teague, Jennifer O'Neil and Fred Williamson. Written by Darrell Campbell. Directed by Campbell and Kevin McAfee.

**LAWLESS:** Set in Virginia during the 1930s, a bootlegging gang is threatened by authorities who want a cut of their profits. With Tom Hardy, Shia LaBeouf and Guy Pearce. Written by Nick Cave. Directed by John Dahl.

**MARVEL'S THE AVENGERS:** A team of superheroes unite to save the world. With Robert Downey Jr., Chris Evans, Mark Ruffalo and Chris Hemsworth. Written and directed by Joss Whedon.

**THE ODD LIFE OF TIMOTHY GREEN:** A group of friends try to recover five magical balloons in time for a surprise birthday party. With Tom Braxton, Cloris Leachman, Christopher Lloyd and Chazz Palminter. Written by Scott Stuber. Directed Matthew Demme.

**THE DOGIELOVES IN THE BIG BALLOON ADVENTURE:** The Dogie loves set out to find five magical golden balloons in time for their friend's birthday.

**PARANORMAN:** In this animated film, an underdog boy who can communicate with the dead is called upon to save the day when his small town is overrun by zombies. With the voices of Kodi Smit-McPhee, Tucker Albrizzi and Casey Affleck. Written by Chris Butler. Directed by Butler and Sam Fell.

**THE POSSESSION:** The divorced parents of a 10-year-old girl are troubled by her increasingly erratic behavior, which seems to be linked to an antique wooden box she purchased at a yard sale. With Jeffrey Dean Morgan and Kyla Sedgwick. Written by Juliet Snowden and Steve White. Directed by Ois Bourke.

**PROMISED RUSH:** For an intrepid New York City bike messenger, a routine delivery turns into a life-or-death chase. With Joseph Gordon-Levitt, Michael Shannon, Dana Ramrez and Jamie Chung. Written by David Koepp and John Kamps. Directed by Koepp.

**RUBY SPARKS:** A young novelist who was successful early in his career finds himself struggling until he invents an inspiring new character. Her family life and her ambition to become a star. With Paul Dano, Zoe Kazan, Antonio Banderas and Annette Bening. Written by Kazan. Directed by Jonathan Dayton and Valerie Faris.

**SPARKLE:** In Motor-ara Detroit, a talented young singer tries to balance a new romance with her manager, her family life and her ambition to become a star. With Jordan Sparks, the late Whitney Houston, Derek Luke and Mike Epps. Written by Mara Brock Akil. Directed by Salim Akil.

**TOTAL RECALL:** In the future, a factory worker's role-playing mental vacation as a super-boy goes awry, leaving him a hunted man and stirring the real-life tensions of reality and fantasy. With Colin Farrell, Kate Beckinsale, Jessica Biel and Bryan Cranston. Written by Kurt Wimmer and Mark Bomback. Directed by Len Wiseman.

**THE WORDS:** A struggling writer finds and claims another man's long lost work as his own and begins repeating the mistakes of someone in the past. With Bradley Cooper, Jeremy Irons, Dennis Quaid and Zoe Saldana. Written and directed by Brian Koppelman and Lee Sternthal.

THE CITY OF TAVARES NOTICE OF PUBLIC HEARING

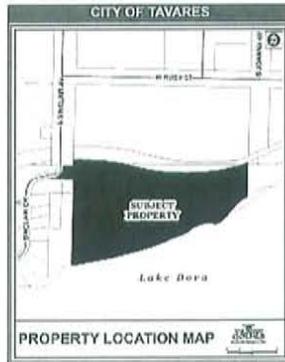
Notice is hereby given that the City of Tavares will consider at the public hearings set forth below enactment of proposed Ordinance 2012-31 & Ordinance 2012-32 listed as follows:

ORDINANCE 2012-31

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, REZONING APPROXIMATELY 3.61 ACRES OF PROPERTY GENERALLY LOCATED ON THE WEST SIDE OF WOODEN PARK, SOUTH OF THE RAILROAD RIGHT-OF-WAY FROM PD (PLANNED DEVELOPMENT) TO PD (PUBLIC FACILITIES DISTRICT), SUBJECT TO THE RULES, REGULATIONS AND ORDINANCES ORDAINED BY THE CITY OF TAVARES COUNCIL, PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2012-32

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE TAVARES COMPREHENSIVE PLAN, FUTURE LAND USE MAP 2020, PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION ON APPROXIMATELY 3.61 ACRES OF PROPERTY GENERALLY LOCATED ON THE WEST SIDE OF WOODEN PARK, SOUTH OF THE RAILROAD RIGHT-OF-WAY, FROM COMMERCIAL DOWNTOWN TO PUBLIC FACILITIES DISTRICT, PROVIDING FOR SEVERABILITY AND CONFLICTS, PROVIDING FOR TRANSMITTAL, AND PROVIDING FOR AN EFFECTIVE DATE.



- Proposed Ordinance 2012-31 & Ordinance 2012-32 will be considered at the following public meetings:
1. Tavares Planning & Zoning Board meeting on September 20, 2012, at 9 a.m. and
  2. Tavares City Council meeting on October 3, 2012, at 4 p.m. (Introduction and First Reading by Title Only), and
  3. Tavares City Council meeting on October 17, 2012, at 4 p.m. (Second Reading)

All meetings will be conducted in the Tavares City Council Chambers in City Hall at 201 East Main St., Tavares, Florida.

Proposed Ordinance 2012-31 & Ordinance 2012-32 may be inspected by the public between the hours of 7:30 a.m. and 5:00 p.m. Monday through Friday of each week at City Hall.

Interested parties may appear at the meetings and, at the Planning & Zoning Board meeting and City Council Second Reading, be heard with respect to the proposed ordinances. It is City Council policy to limit public discussion of proposed ordinances to the Planning & Zoning Board meeting and City Council Second Reading. Any persons wishing to appear a session of the public body should ensure himself a verbal record of the proposed regulations.

If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the City Planning Department, City of Tavares, 201 East Main Street, Tavares, Florida 32778, Telephone: (352) 742-6408, at least 2 (two) working days prior to the date of the Public Hearing. If you are hearing or voice impaired, call (352) 742-6433.

Please direct any questions on this proposed ordinance to Jacques Scott, Community Development Director, at 742-6404.

Orlando Sentinel

Publication Date: 09/12/2012

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Insertion Number: 3 x 10.5

Size: B&W

Color Type:

Client Name: / PO# MIKE FITZGERALD

Advertiser: City of Tavares

Section/Page/Zone: Lake Zone/F006/LAK

Description: NOTICE OF PUBLIC HEARING

**WE HAVE MOVED**

**Center for Digestive Health**

Our Office has Relocated from 255 Citrus Tower Blvd. to 1920 Don Wickham Dr. Suite 325, Clermont, FL 34711

To Make an Appointment PLEASE CALL 407-896-1726

**OSPREY LODGE**  
Assisted Living & Memory Care

**Come Discover...**  
The New Assisted Living & Memory Care Residences

Call Denise for your personal Tour  
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www.ospreylodgetavares.com

**DIRECTIONS:** Take Hwy 441 to Tavares. Turn south onto Mayo Drive (across from Florida Hospital Waterman). Proceed 1/4 mile to Osprey Lodge.

**GRAND OPENING COMING SOON!**

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: October 3, 2012**

**AGENDA ITEM NO. 12**

**SUBJECT TITLE:** Approve Ordinance Number 2012-33 amending Ordinances 87-24, 99-21, 2007-36 to increase Stormwater rates as budgeted in Fiscal Year 2013 Adopted Budget

---

**OBJECTIVE:** To obtain Council approval to amend Ordinance Number 87-24, 99-21, and 2007-36 for implementation of a Stormwater rate increase as provided in the 2013 Adopted Budget.

**SUMMARY:** During the FY2013 Budget process, it was determined that operational costs and capital needs far exceeded the revenue generated from current Stormwater fees.

During the budget process, Council identified several areas within the City which require improvements in Stormwater collection. One area identified as needing urgent attention is the Downtown area and waterfront. Stormwater issues for Ruby Street and the Downtown area have been long standing. The City has been able to secure grant funding to address some of the capital project cost, but the awarded grants require matches to complete the project which exceeds \$2M.

In response to Stormwater needs within the City, Council approved increasing the Stormwater Equivalent Single Family Unit Rate from 4.50 per ESFU to \$5.50 per ESFU in the 2013 Budget Process. Non-residential rates are billed by determining the Equivalent Single Family Units (total impervious area).

The Stormwater Budget for 2013 was prepared with the Stormwater rate increase included in the budget estimates.

**OPTIONS:**

1. Approve Ordinance 2012-33, which amends Ordinances 87-44, 99-22, and 2007-36 to increase the monthly Stormwater drainage utility fee for each single family dwelling unit from \$4.50 to \$5.50.
2. Do not approve Ordinance 2012-33, and thus decrease/amend FY2013 Stormwater Budget.

**STAFF RECOMMENDATION:**

Move to approve Ordinance 2012-33, which amends Ordinances 87-44, 99-22, and 2007-36 to increase the monthly Stormwater drainage utility fee for each single family dwelling unit from \$4.50 to \$5.50.

**FISCAL IMPACT:** This Ordinance implements provisions of the 2013 Adopted Budget.

**ORDINANCE 2012-33**

**AN ORDINANCE AMENDING ORDINANCES 87-24, 99-21, AND 2007-36 AND SECTIONS 17-75 AND 17-77 OF THE CITY OF TAVARES LAND DEVELOPMENT REGULATIONS PERTAINING TO STORM WATER DRAINAGE UTILITY FEES; INCREASING SAID FEE FROM \$4.50/ESFU TO \$5.50/ESFU; PROVIDING AN EFFECTIVE DATE**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA:

Ordinance 87-24, and Ordinance No. 99-21, and Ordinance No. 2007-36 of the City of Tavares and Section 17-88 of the City of Tavares Land Development Regulations are hereby amended to provide as follows:

**DIVISION 9. STORMWATER DRAINAGE**

**Sec. 17-71. Established.**

Pursuant to the home rule power of article VIII, 2(b), Florida Constitution and F.S. ch. 166, and the powers granted in the city charter, the city does hereby establish a stormwater drainage utility and declare its intention to acquire, own, construct, equip, operate and maintain open drainage ways, underground storm drains, equipment and appurtenances necessary, useful, or convenient for a complete stormwater control system; and also including maintenance, extension and reconstruction of the present stormwater control system of the city; to minimize by suitable means such system's adverse effect on the water quality of adjacent lakes; and to seek the cooperation of the county and other municipalities in minimizing the effects of all such systems and other sources of accelerated runoff to flooding and water quality.

**Sec. 17-72. Definitions.**

The following words, terms and phrase, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Beneficiaries of drainage service means and includes all developed real properties within the city which benefit by the provision of maintenance operation and improvement of the stormwater control system. Such benefits may include, but are not limited to, the provision of adequate systems of collection, conveyance, detention, treatment and release of stormwater, the reduction of hazard to property and life resulting from stormwater runoff improvement in the general health and welfare through reduction of undesirable stormwater conditions and improvements to the water quality in the storm and surface water system and its receiving waters.

Contributors of drainage waters means and includes all developed real properties within the city.

Developed means any property altered in appearance by removal of vegetation, grading of the ground surface and construction of a structure or impervious surface.

Director means the director of the stormwater drainage utility appointed or designated by the city administrator.

Equivalent single-family unit (ESFU) means the average impervious area for single-family dwellings in the city, as established by resolution of the city council.

Fee means a stormwater drainage utility fee enacted herein and set by resolution.

Hydrologic response means the manner and means by which stormwater collects upon real property and is conveyed from real property, and which is a function dependent upon a number of interacting factors, including, but not limited to, topography, vegetation, surficial geologic conditions, antecedent soil moisture conditions and groundwater conditions. The principal measures of the hydrologic system may be stated in terms of total runoff volume, as a percentage of total precipitation which runs off, or in terms of the peak rate of flow generated in the event of a storm of given duration and intensity, or statistical interval of return (frequency).

Impervious areas means those hard-surfaced areas which either prevent or retard the entry of water into the soil mantle, as it entered under natural conditions prior to development, and/or cause water to run off the surface in greater quantities or at an increased rate of flow from that present under natural conditions prior to development. Common impervious surfaces include, but are not limited to, rooftops, sidewalks, walkways, patio areas, driveways, parking lots, storage areas and other surfaces which similarly impact the natural infiltration or runoff patterns which existed prior to development, including normal water in ponds and lakes.

Multiple-dwelling unit means a building or facility consisting of more than one (1) dwelling unit, each such unit consisting of one (1) or more rooms with bathroom and kitchen facilities designed for occupancy by one (1) family.

Nonresidential unit means any building, structure or facility used other than as a dwelling unit or single-family unit.

Open drainage way means a natural or manmade open cut which has the specific function of transmitting natural stream water or storm runoff water from a point of higher elevation to a point of lower elevation, such as swales, ditches, canals, streams and creeks.

Peak flow means the highest instantaneous rate of stormwater runoff, measured or estimated in cubic feet of water per second. It is differentiated from total flow volume by the introduction

of a unit of time measure during which the maximum rate of flow is measured, calculated, or estimated.

Single-family unit (SFU) means one (1) or more rooms with bathroom and kitchen facilities designed for occupancy by one (1) family such as houses, townhouses, apartment units, duplex units, condominiums, zero lot line, etc., where the units are sold, deeded or leased as single-family units and/or have individual water meters.

Stormwater control system means any means by which the stormwater runoff is conveyed; the peak flow from developed land surfaces is reduced; the erosion created by stormwater is reduced and/or the water quality of the stormwater runoff is improved.

Total flow means the accumulative volume of stormwater discharged from a property, basin, or watershed. The total flow is quantified in measures such as acre feet or cubic feet of water.

Utility means the stormwater drainage utility created by the provisions of this article.

#### **Sec. 17-73. Findings and Determinations.**

It is hereby found, determined, and declared as follows:

- (1) Those elements of the system for the collection of and disposal of storm and surface water are of benefit and provide services to all property within the city including property not presently served by the storm elements of the system.
- (2) The cost of operating and maintaining the city stormwater drainage utility system and financing necessary repairs, replacements, improvements, and extensions thereof should, to the extent practicable, be allocated in relationship to the user impacts, benefits enjoyed, and services received therefrom.
- (3) All property within the city demonstrates a hydrologic response to rainfall events which generates stormwater runoff. The volume, rate, and quality of this runoff will vary with the soil type, land use conditions, topographic conditions, and other variables. In particular, the construction of commercial units on previously undeveloped property will generally increase the volume and rate of stormwater runoff, and adversely affect its water quality.

#### **Sec. 17-74. Utility Fee.**

(A) A stormwater fee is hereby imposed upon each developed lot and parcel within the city for services and facilities provided by the stormwater drainage utility system. For purposes of imposing the stormwater fee, all lots and parcels within the city are classified as residential or nonresidential.

(B) The city administrator or his designee is directed to prepare a list of lots and parcels within the city and assign a classification of residential or nonresidential to each lot or parcel.

**Sec. 17-75. Schedule of Utility Fees.**

(A) The city council shall by ordinance establish reasonable rates for the stormwater drainage utility system for each single-family dwelling unit (SFU). The monthly stormwater drainage utility fee for each single-family dwelling unit shall be \$4.50 ~~\$4.50~~ **\$5.50**. Each SFU shall be billed a flat fee established by the city council for residential units. For residential accounts not individually metered, the account holder of the master meter shall be billed the fee established for a SFU multiplied by the number of residential units.

(B) For nonresidential properties, the number of equivalent single-family units (ESFU) shall be determined periodically by the Utilities Director. All nonresidential properties, not covered by subsection (A) of this section shall be billed based on the total impervious area of the property divided by the ESFU and then multiplied by the rate established for a residential unit. The total impervious area of the property and the number of ESFU shall be updated by the director based on any additions to the impervious area as approved through the permit process. For nonresidential properties that are not separately metered, the total bill will be sent to the account holder of the master meter.

**Sec. 17-76. Appeal of Impervious Surface Calculation.**

Any person disagreeing with the calculation of impervious surface as determined by the utility may appeal such determination to the director. Any appeal must be filed in writing and shall include a survey prepared by a registered surveyor showing total property area and impervious surface area. Based upon the information provided by the utility and the appealing party, the director shall make a final calculation of impervious surface. The director of utilities shall notify the parties, in writing, of his decision. If still dissatisfied, a party may appeal the director's decision to the city council in the same manner as preceding. The decision of the city council shall be final.

**Sec. 17-77. Management Fund.**

(A) All stormwater drainage utility fees collected by the city shall be paid into an enterprise fund which is hereby created, to be known as the stormwater management fund. Except as provided in Section 17-77(C), such fund shall be used for the purpose of paying the cost of stormwater drainage facilities to be constructed in the various storm drainage basins and paying the cost of operation, administration and maintenance of those stormwater drainage facilities of the city. To the extent that the stormwater management fees collected are insufficient to construct the needed stormwater drainage facilities, the cost of the same may be paid from such city fund as may be determined by the city council, but the city council may

order the reimbursement of such fund if additional fees are thereafter collected. When the fund has surplus dollars on hand in excess of current needs, the surplus dollars will be invested to return the highest yield consistent with proper safeguards.

(B) The fees and charges paid shall not be used for general or other governmental or proprietary purposes of the city, except to pay for the equitable share of the cost of accounting, management and government thereof. Other than as described above, the fees and charges shall be used solely to pay for the cost of operation, repair, maintenance, improvements, renewal, replacement, design, right-of-way acquisition, and construction of public stormwater drainage facilities and costs incidental thereto.

#### **Sec. 17-78. Fee Collection.**

(A) The stormwater drainage utility fee shall be billed and collected with the monthly utility bill for those lots or parcels of land utilizing city utilities and billed and collected separately as stormwater drainage utility fees for those lots or parcels of land and owners thereof not utilizing other city utilities. All such bills for stormwater drainage utility fees shall be rendered monthly by the finance department and shall become due and payable in accordance with the rules and regulations of the finance department pertaining to the collection of utility fees. The stormwater drainage utility fee is part of a consolidated statement for utility customers which is generally paid by a single payment. In the event that a partial payment is received, the payment shall first be applied to garbage and trash, next applied to stormwater drainage, next applied to sewer, and finally applied to the water account.

(B) Any charge due under this article which shall not be paid when due may be recovered in any action at law by the city. In addition to any other remedies or penalties provided by this article or any other ordinance of the city, failure of any user of city utilities within the city to pay such charges promptly when due shall subject such user to discontinuance of utility services and the city administrator is hereby empowered and directed to enforce this provision as to any and all delinquent users. The employees of the city shall, at all reasonable times, have access to any premises served by the city for inspection, repair or the enforcement of the provisions of this article.

(C) All stormwater drainage utility fees assessed pursuant to this article shall be a lien upon the property to which such fee is associated from the date such fee becomes due until such fee is paid. The owner of every building, premises, lot or house shall be obligated to pay the fee for all service provided for his premises, which obligation may be enforced by the city by action at law or suit to enforce the lien in the same manner as the foreclosure of mortgages. In the event of such action the city shall be entitled to recover all court costs and reasonable attorney's fees for such collection. IN the case that a tenant in possession of any premises or buildings shall pay such charges, it shall relieve the landowner from such obligation and lien; but the city shall not be required to look to any person whatsoever other than the owner for the payment of such charges. No changes of ownership or occupation shall affect the application of this article, and the failure of any owner to learn that he purchased property against which a lien for stormwater utility fees exist shall in no way affect

his responsibility for such payment.

This ordinance shall take effect immediately upon its final adoption by the Tavares City Council.

PASSED AND ORDAINED this \_\_\_\_\_ day of \_\_\_\_\_, 2012, by the City Council of the City of Tavares, Florida.

\_\_\_\_\_  
Robert Wolfe , Mayor  
Tavares City Council

ATTEST:

\_\_\_\_\_  
John Drury  
City Administrator

Passed First Reading \_\_\_\_\_

Passed Second Reading \_\_\_\_\_

\_\_\_\_\_  
Approved as to form:  
Robert Q. Williams  
City Attorney

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: June 17, 2009**

**AGENDA ITEM NO.:** 13

**SUBJECT TITLE: Resolution No. 2012 - 13 Fire Assessment Implementation**

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**OBJECTIVE:** To consider adoption of Resolution Number 2012-13, which provides the assessment roll for assessing Fire Assessments and billing monthly through the Utility Billing System

**SUMMARY:** During the preparation of the Fiscal Year 2013 General Fund Operating Budget, many challenges faced the City. Some of the challenges included:

- Significant continued decline in assessed values, decrease of 5.81% for FY2013
- Ad valorem Roll Back Rate is greater than the current rate
- Increase costs in health, workers' compensation, and general liability insurances.
- Strained economic environment
- Maintain a similar level of service
- Two vacant positions will remain unfilled; 17 positions remain unfilled over a four year period
- Deliver services to a greater population base (14,041)
- Delay the purchase of various capital equipment
- Maintain strong economic incentives to attract new businesses (impact fee waivers)
- Maintain adequate reserves

The Adopted Budget for FY 2013 includes a fire assessment for Fire Suppression Services for all improved properties within the City of Tavares with the exception of Government or Not for Profit owned properties. These properties will not be assessed at this time.

Many residents and entities receive the benefits of fire suppression services but provide little or no contribution to the cost of maintaining these services. For example governmental entities and not-for-profits are exempt from ad valorem taxes but receive the benefit of fire services. City residents with home values less than \$75,000 pay little or no ad valorem tax, thus they receive the benefit of fire suppression services but experience little or no associated cost. In order to attain equities among property owners and residents, a fire assessment fee will spread the cost of services amongst those that enjoy its benefit and not just those who pay ad valorem tax.

On April 4, 2012, the City Council established the Broad Budget Goals for FY 2013.

On April 23, 2012, the City Administrator held workshops with Department Staff to review department budgets for FY 2013.

On April 25, 2012, the City Council held a Public Workshop to discuss a Fire Assessment for Fire Suppression Services.

On June 6, 2012 the City Council held First Reading for Ordinance 2012-14 known as the “Enabling Ordinance” which established Methodology and Implementation for the Fire Assessment.

On June 20, 2012 the City Council adopted Ordinance No. 2012-14 (Second Reading) known as the “Enabling Ordinance” which established the Methodology and Implementation for the Fire Assessment.

On July 18, 2012, the Draft Budget was presented to the City Council. The Draft Budget included a Fire Assessment for all improved properties utilizing the Utility Bill Collection Method. (Governmental & Non-for-profit properties are excluded at this time.)

On July 25, 2012, the City Council set the Maximum Millage Rate at 8.7164 and the Maximum Fire Assessment at 100%.

On August 1, 2012, the City Council held Budget and Fire Assessment Workshop. Several Changes were made at this workshop and the draft budget was updated.

On August 15, 2012, the City Council held Budget and Fire Assessment Workshop. Council approved millage rate of 5.985 mills and fire assessment at 100% for the Tentative Budget Public Hearing.

September 5, 2012, the City Council held the Tentative Millage and Tentative Budget Public Hearing for the FY2013. The City Council approved the Tentative Millage and the Tentative Budget.

September 19, 2012, the City Council held the Final Public Hearing for the FY 2013 Final Millage and the FY 2013 Final Budget. The Millage and the Budget were adopted.

As part of the implementation process, Resolution Number 2012-13 provides the assessment roll for the Fire Assessment Fees.

Staff recommends approval of Resolution Number 2012-13 which provides authoritative direction for assessment of properties included within the assessment roll.

**OPTIONS:**

1. Move to approve Resolution Number 2012-13 which provide the assessment roll and authorizes implementation for assessment to affected properties.
2. Do not move to approve Resolution Number 2012-13.

**STAFF RECOMMENDATION:**

Move to approve Resolution No. 2012-13 which enables staff to move forward with the Fire Assessment Implementation process.

**FISCAL IMPACT:** N/A

**LEGAL SUFFICIENCY:** Resolution #2012-13 has been prepared by the Office of the City Attorney

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CITY OF TAVARES, FLORIDA

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INITIAL FIRE SERVICES ASSESSMENT RATE RESOLUTION

2012 – 13

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ADOPTED \_\_\_\_\_

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RESOLUTION NO. 2012 - 13

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, RELATING TO THE PROVISION OF FIRE PROTECTION SERVICES, FACILITIES AND PROGRAMS; DESCRIBING THE METHOD OF ASSESSING FIRE PROTECTION ASSESSED COSTS; IMPOSING FIRE SERVICES ASSESSMENTS AGAINST ASSESSED PROPERTY LOCATED WITHIN THE CITY OF TAVARES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2012; APPROVING THE RATE OF ASSESSMENT; APPROVING THE ASSESSMENT ROLL; PROVIDING FOR EXEMPTIONS AND HARDSHIP ASSISTANCE; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, the City of Tavares, Florida has enacted Ordinance No. 2012 - 14 (the "Ordinance"), which authorizes the imposition of Fire Assessments for fire services, facilities, and programs against Assessed Property located within the City;

**WHEREAS**, the imposition of a Fire Assessment for fire services, facilities, and programs each fiscal year is an equitable and efficient method of allocating and apportioning the Fire Services Cost among parcels of Assessed Property;

**WHEREAS**, the City desires to impose a Fire Services Assessment within the City using the procedures provided by the Ordinance, including collecting the assessment on a monthly basis on the City's Utility bills for the Fiscal Year beginning October 1, 2012;

**WHEREAS**, in order to impose Fire Services Assessments, the Ordinance requires the City Council to adopt a Fire Services Assessment Rate Resolution, annually, during its budget adoption process for each year, which establishes the rate of assessment and approves the assessment roll for the upcoming year, with such amendments as the City Council deems appropriate;

**WHEREAS**, a public hearing was held on October 3, 2012, and comments and objections of all interested persons have been heard and considered; and

**WHEREAS**, the adoption of this Resolution serves the health, safety and general welfare of the residents of the City, and therefore:

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA:**

**Section 1. Recitals.**

The foregoing recitals are true and correct and incorporated herein by reference.

**Section 2. Authority.**

This Resolution is adopted pursuant to the provisions of Ordinance No. 2012 -14 and sections 166.021 and 166.041, Florida Statutes, and other applicable provisions of law.

**Section 3. Purpose and Definitions.**

This Resolution constitutes the Initial Fire Services Assessment Rate Resolution as defined in Ordinance No. 2012 - 14. All capitalized words and terms not otherwise defined herein shall have the meanings set forth in the Ordinance. Unless the context indicates otherwise, words imparting the singular number, include the plural number, and vice versa. As used in this Resolution, the following words and terms shall have the following meanings, unless the context clearly otherwise requires:

**"Assessment Roll"** means the special assessment roll relating to a Fire Services Assessment approved by this Initial Fire Services Assessment Rate Resolution and any subsequent annual Fire Services Assessment Rate Resolutions.

**"Building Area"** means the actual area of a Building expressed in square feet and reflected on the Tax Roll or, in the event such information is not reflected or determined not to be accurately reflected on the Tax Roll, that area determined by the County.

**"Building Code"** means the combination of the Building Type and the DOR Code to designate the Property Use Categories as more particularly described in Appendix B.

**"Code Descriptions"** mean the code descriptions listed in the Fixed Property Use Codes, Interior Use Codes and the Building Code.

**"Commercial Property"** means those Tax Parcels with a Code Description designated as "Commercial" in the Building Code, or as designated by the Property Appraiser, including those Tax Parcels *designated* for Recreational Vehicle Parks and/or Hotels/Motels.

**"Cost Apportionment"** means the apportionment of the Fire Services Cost for Assessed Property among all Property Use Categories according to the Demand Percentages established pursuant to the apportionment methodology described in Section 7 of this Initial Fire Services Assessment Rate Resolution.

**"Demand Percentage"** means the percentage of demand for fire protection services, facilities, or programs attributable to each Property Use Category determined by analyzing the historical demand for fire protection services as reflected in Incident Reports in the State Database under the methodology described in Section 7 of this Initial Fire Services Assessment Rate Resolution.

**"DOR Code"** means a property use code established in Rule 12D-8.008, Florida

Administrative Code, assigned by the Property Appraiser to Tax Parcels within the County and attached hereto as Appendix A.

**"Dwelling Unit"** means (1) a Building or a portion thereof, available to be used for residential purposes, consisting of one or more rooms arranged, designed, used, or intended to be used as living quarters for one family only, or (2) the use of land in which lots or spaces are offered for rent or lease for the placement of mobile homes, travel trailers, or the like for residential purposes, except in the case of Recreational Vehicle Park Property.

**"Emergency Medical Services"** means those services recoded in Incident Reports that assign a "type of situation found code" of 300, 311, 321, 3211, 3212, 322, 3221, 3222, 323, and 381. The "type of situation found codes" are attached hereto as Appendix C.

**"Emergency Medical Services Cost"** means the amount, other than first response medical rescue services, determined by the City Council to be associated with Emergency Medical Services.

**"Fire Services Assessment Rate Schedule"** means that rate schedule attached hereto as Appendix D and hereby incorporated herein by reference, specifying the Fire Services Cost for Assessed Property determined in Section 9 of this Initial Fire Services Assessment Rate Resolution and the estimated Fire Services Assessments established in Section 9 of this Initial Fire Services Assessment Rate Resolution.

**"Fixed Property Use Codes"** mean the property use codes used by NFIRS.

**"Hotel/Motel"** means a Non-Residential type property assigned a Building Code by the Property Appraiser which designates the parcel is used for hotel or motel purposes.

**"Improvement Codes"** means the building use codes assigned by the Property Appraiser to Tax Parcels within the City as specified in Appendix B attached hereto and incorporated herein by reference.

**"Incident Report"** means an individual report filed with the Florida State Fire Marshal under NFIRS.

**"Industrial/Warehouse Property"** means those Tax Parcels with a Code Description designated as "Industrial/Warehouse" in the Building Code, except for the Tax Parcels with a Building Code considered to be within the classifications of Recreational Vehicle Park Property and/or Hotel/Motel Property.

**"Institutional Property"** means those Tax Parcels with a Code Description designated as "Institutional" in the Building Code, except for the Tax Parcels with a Building Code considered to be within the classifications of Recreational Vehicle Park Property and/or Hotel/Motel Property.

**"Mixed Use Property"** means a Tax Parcel that contains Buildings whose use descriptions are capable of assignment under a Code Description in the Building Code in more than one Property Use Category.

**"Mobile Home Park Property"** means those Tax Parcels categorized by the Property Appraiser's "Land Use Record List" as "0210 Rental Trailer Park" or other similar categories, and which in fact, are lawfully used as a rental park setting for residential mobile homes or the like.

**"NFIRS"** means the National Fire Incident Reporting System developed by the Federal Emergency Management Agency, United States Fire Administration.

**"Non-Residential Property"** means, collectively, Commercial Property, Industrial/Warehouse Property, Institutional Property and includes Recreational Vehicle Park Property and Hotel/Motel Property.

**"Parcel Apportionment"** means the further apportionment of the Fire Services Cost for Assessed Property allocated to each Property Use Category by the Cost Apportionment among the Tax Parcels under the methodology established in this Initial Fire Services Assessment Rate Resolution.

**"Property Use Categories"** means, collectively, Residential Property and all categories of Non-Residential Property.

**"Recreational Vehicle Park Property"** means those Tax Parcels set aside and offered by a person, for either direct or indirect remuneration of the owner, lessor, or operator of such place, for the parking, accommodation, or rental of recreational vehicles.

**"Residential Property"** means those Tax Parcels with a multi-family use under the DOR Codes together with those Tax Parcels with a Code Description designated as "Residential" in the Building Code, excluding Recreational Vehicle Park Property.

**"State Database"** means the incident data specific to the City derived from the NFIRS Incident Reports maintained by the Florida State Fire Marshal.

**"Tax Parcel"** means a parcel of property located within the City to which the Property Appraiser has assigned a distinct ad valorem property tax identification number.

#### **Section 4. Provision and Funding of Fire Services Assessments.**

1. Upon the imposition of a Fire Services Assessment for fire protection services, facilities, or programs against Assessed Property located within the geographic area of the City, the City shall provide such fire protection services, facilities, or programs which shall be funded from proceeds of the Fire Services Assessments. The remaining cost required to provide fire protection services, facilities, and programs,

if any, shall be funded by available City revenues.

2. It is hereby ascertained, determined, and declared that each parcel of Assessed Property located within the geographic area of the City will be benefited by the City's provision of fire protection services, facilities, and programs in an amount not less than the Fire Services Assessment imposed against such parcel, computed in the manner set forth in this Initial Fire Services Assessment Rate Resolution.

**Section 5. Imposition and Computation of Fire Services Assessments.**

Fire Services Assessments shall be imposed within the City until discontinued or changed. Fire Services Assessments shall be computed in a manner set forth in this Initial Fire Services Assessment Rate Resolution until discontinued or changed. Pursuant to the Ordinance, on an annual basis, the city council shall determine whether to impose the fire services assessment for the upcoming year.

**Section 6. Legislative Determinations of Special Benefit and Fair Apportionment.**

It is hereby ascertained and declared that the Fire Protection Assessed Costs provide a special benefit to the Assessed Property based upon the following legislative determinations and based upon that certain report entitled "City of Tavares Fire Assessment Memorandum dated April 2009" and the updated assessable budget and rates dated October 2012 prepared by Government Services Group, Inc. which is hereby incorporated herein by reference.

**General**

1. Upon the adoption of this Initial Fire Services Assessment Rate Resolution determining the Fire Services Cost for Assessed Property and identifying the Assessed Property to be included in the Assessment Roll, the legislative determinations of special benefit ascertained and declared in Section 6 of the Ordinance are hereby ratified and confirmed.

2. It is fair and reasonable to use the Improvement Codes and the DOR Codes for the Cost Apportionment and the Parcel Apportionment because: (1) the Tax Roll database employing the use of such property use codes is the most comprehensive, accurate, and reliable information readily available to determine the property use and Building Area for improved property within the City; and (2) the Tax Roll database within such property use codes is maintained by the Property Appraiser and is thus consistent with parcel designations on the Tax Roll which compatibility permits the development of an Assessment Roll.

3. The data available in the Improvement Codes is more useful and accurate to determine Building Area than relying exclusively upon the data maintained in the DOR Code alone because (1) the data maintained in the Improvement Codes reveals the existence of a Building with a different use than the use described on the DOR Code; and (2) the Improvement Codes represent records maintained by the Property

Appraiser with the most information relative to Building Area regardless of property use.

4. Fire protection services possess a logical relationship to the use and enjoyment of property by (1) protecting the value of the improvements, structures, and land through the provision of available fire protection services; (2) protecting the life and safety of intended occupants in the use and enjoyment of property; (3) lowering the cost of fire insurance by the presence of a professional and comprehensive fire protection program within the City; and (4) containing the spread of fire incidents occurring on land with the potential to spread and endanger property and property features.

### **Cost Apportionment**

5. It is fair and reasonable and consistent with the decision from the Florida Supreme Court in the case of City of North Lauderdale v. SMM Properties, Inc., 825 So.2d 343 (Fla. 2002), to exclude from the Fire Services Cost for Assessed Property amounts determined to constitute the Emergency Medical Services Cost.

6. Apportioning the Fire Services Cost for Assessed Property among classifications of improved property based upon historical demand for fire protection services, but not Emergency Medical Services, is fair and reasonable and proportional to the special benefit received.

7. The Incident Reports are the most reliable data available to determine the potential demand for fire protection services from property use and to determine the benefit to property use resulting from the availability of fire protection services to protect and serve Buildings located within the Assessed Property and their intended occupants. There exist sufficient Incident Reports that document the historical demand for fire protection services from Assessed Property within the Property Use Categories. The Demand Percentage that has been determined for each Property Use Category by an examination of such Incident Reports is consistent with the experience of the City. Therefore, the use of Demand Percentages that were determined by an examination of Incident Reports is a fair and reasonable method to apportion the Fire Protection Assessed costs among the Property Use Categories.

8. The City's budget is based upon its ability to provide service to property within its boundaries. Therefore, the level of services required to meet anticipated demand for fire protection services and the corresponding annual fire protection budget required to fund fire protection services provided to non-specific property uses would be required notwithstanding the occurrence of any incidents from such non-specific property uses. Therefore, it is fair and reasonable to omit from the Demand Percentage calculation the Incident Reports documenting fire protection services provided to non-specific property uses.

9. The historical demand for fire protection service availability for multi-family and single family Residential Property is substantially similar and any difference in the percentage of documented fire protection calls to such specific property uses is statistically insignificant.

### **Residential Parcel Apportionment**

10. Neither the size nor the value of Residential Property determines the scope of the required fire protection response. The potential demand for fire protection services is driven by the existence of a Dwelling Unit and the anticipated average occupant population.

11. Apportioning the Fire Protection Assessed Cost for fire protection services attributable to Residential Property on a per Dwelling Unit basis is required to avoid cost inefficiency and unnecessary administration and is a fair and reasonable method of Parcel Apportionment based upon historical call data.

12. As a consequence of the transient use and potential extraordinary vacancies within Mobile Home Parks as compared to other Residential Property and the lack of demand for fire protection services for unoccupied spaces, it is fair and reasonable to provide for an extraordinary vacancy adjustment procedure for Mobile Home Park property.

### **Non-Residential Parcel Apportionment**

13. The risk of loss and the demand for fire service availability is substantially the same for Buildings below a certain minimum size. Because the value and anticipated occupancy of non-residential Buildings below a certain minimum size is less, it is fair, reasonable and equitable to provide lesser assessed burden on improved property containing such Buildings by the creation of specific Building Area classification ranges for such parcels.

14. The separation of improved Non-Residential Property into Building Area classification ranges is fair and reasonable for the purposes of Parcel Apportionment because: (1) the absence of a need for precise square footage data within the ad valorem tax records maintained by the Property Appraiser undermines the use of actual Building Area within each improved parcel as a basis for Parcel Apportionment; (2) the administrative expense and complexity created by an on-site inspection to determine the actual Building Area within each improved parcel assessed is impractical; (3) the demand for fire rescue service availability is not precisely determined or measured by the actual Building Area within benefited parcels; and (4) the classification of parcels within Building Area classification ranges is a fair and reasonable method to classify benefited parcels and to apportion costs among benefited parcels that create similar demand for the availability of fire rescue services.

15. The demand for the availability of fire protection services diminishes at the outer limit of Building size because a fire occurring in a structure greater than a certain size is not capable of being suppressed under expected conditions and the fire control activities under such circumstances are directed to avoid the spread of the fire event to adjacent Buildings. Therefore, it is fair and reasonable to place a cap on the Building Area classification of benefited parcels within Non-Residential Property.

16. In accordance with Section 166.233, Florida Statutes, which mandates

that cities treat Recreational Vehicle Park property as Commercial Property for non-ad valorem special assessments levied by the City, like the Fire Protection Assessment, it is fair and reasonable to treat each space within Recreational Vehicle Park property as a Building of Commercial Property and assign the square footage of 191 square feet, the average size of a recreational vehicle, according to the Florida Association of RV Parks and Campgrounds.

17. As a consequence of the transient use and potential extraordinary vacancies within Recreational Vehicle Parks as compared to other Commercial Property and the lack of demand for fire protraction services for unoccupied spaces, it is fair and reasonable to provide for an extraordinary vacancy adjustment procedure for Recreational Vehicle Park property.

18. Institutional Property whose use is exempt from ad valorem taxation under Florida law provides facilities and uses to the ownership, occupants, membership as well as the public in general that otherwise might be requested or required to be provided by the City and such property uses serve a legitimate public purpose and proved a public benefit. Therefore, it is fair and reasonable not to impose Fire Protection Assessments upon such parcels of Institutional Property whose use is exempt from ad valorem taxation under Florida law. Accordingly, pursuant to Section 10 of the Ordinance, no Fire Protection Assessment shall be imposed upon a parcel of Institutional Property whose use is wholly exempt from ad valorem taxation under Florida law.

19. Government and Institutional Property provides facilities and uses to the community, local constituents and the public in general that serve a legitimate public purpose and provide a public benefit. Therefore, it is fair and reasonable not to impose Fire Protection Assessments upon such parcels of Government Property.

#### **Section 7. Cost Apportionment Methodology.**

The Fiscal Year 2012-2013 assessable costs calculation was apportioned among property use categories based upon the historical demand for fire services reflected by the fire incident data for Calendar Year 2008. This apportionment is described and determined in Appendix E, which Cost Apportionment methodology is hereby approved, adopted, and incorporated into this Initial Fire Services Assessment Rate Resolution, by reference.

#### **Section 8. Parcel Apportionment Methodology.**

The share of assessable costs apportioned to each property use category was further apportioned among individual buildings of property within each property use category in the manner described in Appendix E, which Parcel Apportionment methodology is hereby approved, adopted, and incorporated into this Initial Fire Services Assessment Rate Resolution by reference.

#### **Section 9. Determination of Fire Services Assessed Costs; Establishment of Initial Fire Services Assessments.**

1. The Fire Services Costs for Assessed Property to be assessed and apportioned among benefited parcels pursuant to the Cost Apportionment and Parcel Apportionment for the Fiscal Year commencing October 1, 2012, is the amount determined in the Fire Services Assessment Rate Schedule, attached hereto as Appendix D. The approval of the Fire Services Assessment Rate Schedule by the adoption of this Initial Fire Services Assessment Rate Resolution determines the amount of the Fire Services Assessed Costs. The remainder of such annual budget for fire protection services, facilities, and programs shall be funded from available City revenue other than Fire Services Assessment proceeds.

2. The estimated Fire Services Assessments specified in the Fire Services Assessment Rate Schedule are hereby established to fund the specified Fire Services Assessed Costs determined to be assessed in the upcoming Fiscal Year commencing October 1, 2012.

3. The Fire Services Assessment Rate Schedule established in this Initial Fire Services Assessment Rate Resolution shall be the assessment rates, together with the correction of any errors or omissions as provided for in the Ordinance, applied by the City Manager commencing October 1, 2012.

4. Interim Fire Services Assessments are also levied and imposed against all property for which a Certificate of Occupancy is issued after adoption of this Initial Fire Services Assessment Rate Resolution based upon the rates of assessment approved herein.

#### **Section 10. Assessment Roll.**

1. The City Council hereby approves an Assessment Roll for the Fiscal Year commencing October 1, 2012. The Assessment Roll shall include all Assessed Property. The City Manager shall apportion the estimated Fire Services Cost for Assessed Property to be recovered through the Fire Services Assessments in the manner set forth in this Initial Fire Services Assessment Rate Resolution.

2. A copy of this Initial Fire Services Assessment Rate Resolution, documentation related to the estimated amount of the Fire Services Assessed Cost to be recovered through the imposition of Fire Services Assessments, and the Assessment Roll shall be maintained on file in the Office of the City Manager and open to public inspection.

3. It is hereby ascertained, determined, and declared that the method for determining the Fire Services Assessments for fire protection services as set forth in this Initial Fire Services Assessment Rate Resolution is a fair and reasonable method of apportioning the Fire Services Costs for Assessed Property among parcels of Assessed Property.

#### **Section 11. Exemptions and Hardship Assistance.**

As authorized by Section 9 of the Ordinance, no Fire Services Assessment shall be imposed upon a parcel of Government property or upon Buildings located on a parcel of Institutional Property whose use is wholly exempt from ad valorem taxation under Florida law; however Government Property that is owned by federal government mortgage entities such as the VA and HUD shall not be exempted from the Fire Services Assessment. Any shortfall in the expected Fire Services Assessment proceeds due to any reduction or exemption from payment of the Fire Services Assessments required by law or authorized by the City Council shall be supplemented by legally available funds, or combination of such funds, and shall not be paid for by proceeds or funds derived from the Fire Services Assessments.

**Section 12. Application of Assessment Proceeds.**

Proceeds derived by the City from the Fire Services Assessments will be utilized for the provision of fire protection services, facilities, and programs. In the event there is any fund balance remaining at the end of the Fiscal Year, such balance shall be carried forward and used only to fund fire protection services, facilities and programs.

Section 13. **Method of Collection.** It is hereby declared that pursuant to Section 8(a) of the Ordinance that the Fire Services Assessments shall be collected on the utility bill for Fiscal Year 2012-2013. Pursuant to Section 8(a)(4) of the Ordinance, the City Administrator may make alternate collection arrangements for tenants of rental mobile home parks who are billed via master meter, but who nevertheless benefit from the provision of Fire Services hereunder.

**Section 14. Effective Date.**

This Resolution shall take effect immediately upon its passage and adoption.

**PASSED, ADOPTED, AND APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2012,  
by the City Council of the City of Tavares, Florida.

ATTEST:

\_\_\_\_\_  
Robert Wolfe, Mayor  
Tavares City Council

\_\_\_\_\_  
Nancy Barnett, City Clerk

Approved as to Form:

\_\_\_\_\_  
Robert Q. Williams, City Attorney

Passed First Reading: \_\_\_\_\_

APPENDIX A

DOR CODE

APPENDIX B  
BUILDINGS CODE

APPENDIX C  
TYPE SITUATION FOUND CODES

APPENDIX D  
FIRE SERVICES ASSESSMENT RATES

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APPENDIX E  
APPORTIONMENT METHODOLOGY

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**APPENDIX A**  
**LAKE COUNTY DOR CODES AND DESCRIPTION**

<b>DOR Code</b>	<b>DOR Code Description</b>
00	VACANT RESIDENTIAL
01	SINGLE FAMILY IMPROVED
02	MOBILE HOME
03	MULTI FAMILY 10+ UNITS
04	CONDOMINIUM
05	CO-OP PARCELS
06	RETIREMENT HOME
07	MISC RES (MIGRANT)
08	MULTI FAMILY 10- UNITS
09	UNDEFINED
10	VACANT COMMERCIAL
11	STORES 1 STORY
12	STORES/RES.COMBO
13	DEPARTMENT STORES
14	SUPERMARKETS
15	SHOPPING CENTER REG.
16	SHOPPING CENTER REG.
17	OFFICE 1 STORY
18	OFFICE MULTI STORY
19	PROFESSIONAL BLVDG
20	AIR/MARINE/TERMINALS
21	RESTAURANTS
22	DRIVE-IN RESTAURANT
23	FINANCIALS
24	INSURANCE CO'S
25	SERVICE SHOPS
26	SERVICE STATIONS
27	AUTO SALES & REPAIR
28	PARKING GAR/LOTS/MH & RV PARK
29	WHOLESALE
30	FLORIST
31	THEATER DRIVE-IN
32	THEATER ENCLOSED
33	NIGHTCLUBS & BARS
34	BOWLING ALLEY & RINKS
35	EXHIBITS/ATTRACTIONS
36	CAMPS

37	RACE TRACKS
38	GOLF COURSES
39	HOTELS & MOTELS
40	VACANT INDUSTRIAL
41	LIGHT MANUFACTURING
42	HEAVY MANUFACTURING
43	LUMBER YARD
44	PACKING HOUSE
45	BOTTLERS
46	FOOD PROCESSING
47	MINERAL PROCESSING
48	WAREHOUSING
49	OPEN STORAGE
50	AGRICULTURAL HOMESITE
51	CROPLAND, NURSERY, FERNERY
52	MUCK LAND
53	CROPLAND ROW CROP
54	TIMBER S I 70
55	TIMBER S I 50-6
56	TIMBER S I 49
57	TIMBER LOW-CYPRESS
58	UNDEFINED
59	UNDEFINED
60	UNDEFINED
61	UNDEFINED
62	PASTURE IMPROVED GOOD
63	PASTURE IMPROVED AVERAGE
64	SEMI IMP PASTURE
65	NATIVE PASTURE
66	TREE CROPS
67	POULTRY & BEES/AQUACULTURE
68	DAIRY
69	ORNAMENTAL NURSERY
70	VACANT INSTITUTIONAL
71	CHURCH
72	PRIVATE SCHOOLS
73	PRIVATE HOSPITALS
74	HOMES FOR THE AGED
75	ORPHANAGES
76	MORTUARY, CEMETERY, CREMATORY
77	CLUBS, LODGES, UNION HALLS
78	CONVALESCENT HOMES
79	CULTURAL ORGANIZATIONS
80	VACANT GOVT

81	MILITARY
82	FORESTS & PARKS
83	PUBLIC SCHOOLS
84	COLLEGES
85	HOSPITALS
86	COUNTY
87	STATE
88	FEDERAL
89	MUNICIPAL
90	LEASEHOLD INT
91	UTILITIES
92	MINING
93	SUB SURFACE RIGHTS
94	RIGHT OF WAYS
95	SUBMERGED LANDS
96	WETLANDS
97	OUTDOOR PARK OR CLASSIFIED RECREATION
98	CENTRALLY ASSESSED NON AGRICULTURAL ACREAGE/CLASSIFIED
99	CONSERVATION

**APPENDIX B**  
**LAKE COUNTY PROPERTY APPRAISER**  
**BUILDING IMPROVEMENT CODES AND USE DESCRIPTIONS**

CODE	DESCRIPTION	CATEGORY
01C	RESIDENTIAL	RESIDENTIAL
02C	MOBILE HOME CONSTRUCTION	RESIDENTIAL
03C	APARTMENTS	RESIDENTIAL
04C	CONDO'S	RESIDENTIAL
05C	CO-OPS	RESIDENTIAL
06C	RETIREMENT HOMES	INSTITUTIONAL
08C	MULTI-FAMILY	RESIDENTIAL
10C	UNFINISHED COMM AREA	COMMERCIAL
11C	1 STORY STORE	COMMERCIAL
12C	COMM & RES	COMMERCIAL
13C	DEPARTMENT STORE	COMMERCIAL
13D	DISCOUNT STORES	COMMERCIAL
14C	SUPERMARKET	COMMERCIAL
15C	SHOPPING CENTER MALL	COMMERCIAL
15D	SHOPPING CENTER (SHELL)	COMMERCIAL
16C	SHOP CENTER COMMUNITY	COMMERCIAL
17C	OFFICE BLDG 1 STORY	COMMERCIAL
17D	OFFICE RES CONSTRUCTION	COMMERCIAL
18C	OFFICE BLDG MULTI-STORY	COMMERCIAL
19C	PROFESSIONAL BLDG	COMMERCIAL
20C	AIRPORT COMM TERMINAL	COMMERCIAL
20E	HANGERS COMM & PRIVATE	INDUSTRIAL/WAREHOUSE
21C	RESTAURANT & CAFETERIA	COMMERCIAL
22C	DRIVE-IN REST (FAST FOOD)	COMMERCIAL
23C	FINANCIAL INSTITUTION	COMMERCIAL
23D	BRANCH BANK	COMMERCIAL
24C	INSURANCE COMPANY	COMMERCIAL
25C	SERVICE SHOP ETC	COMMERCIAL
26C	SERVICE STATIONS	COMMERCIAL
27B	BUS TERMINALS	COMMERCIAL
27C	AUTOMOTIVE SHOWROOM	COMMERCIAL
27D	TRUCK TERMINALS	INDUSTRIAL/WAREHOUSE
28C	PARKING GARAGE	INDUSTRIAL/WAREHOUSE
29C	WHOLESALE MFG OUTLETS	COMMERCIAL
30C	FLORIST - GREENHOUSES	COMMERCIAL
31C	DRIVE-IN THEATERS	COMMERCIAL
32B	STAGE THEATERS	COMMERCIAL
32C	MOVIE THEATERS	COMMERCIAL
32D	AUDITORIUM ENCLOSED	COMMERCIAL

CODE	DESCRIPTION	CATEGORY
33C	NIGHT CLUBS & BARS	COMMERCIAL
34C	BOWLING ALLEYS & RINKS	COMMERCIAL
35C	TOURIST ATTRACTIONS	COMMERCIAL
36C	CAMP BUILDINGS	COMMERCIAL
37C	RACE TRACKS	COMMERCIAL
38C	GOLF COURSE	COMMERCIAL
39C	HOTELS	COMMERCIAL
39D	MOTELS	COMMERCIAL
40C	VACANT INDUSTRIAL	NOT USED
41C	LIGHT MFG PRE ENG BLDG	INDUSTRIAL/WAREHOUSE
41D	LIGHT MFG MASONRY FIN	INDUSTRIAL/WAREHOUSE
42C	HEAVY MANUFACTURING	INDUSTRIAL/WAREHOUSE
43C	LUMBER YARD/SAW MILL	INDUSTRIAL/WAREHOUSE
44C	PACKING PLANTS	INDUSTRIAL/WAREHOUSE
45C	BREWERIES	INDUSTRIAL/WAREHOUSE
46C	FOOD PROCESSING	INDUSTRIAL/WAREHOUSE
47C	MINERAL PROCESSING	INDUSTRIAL/WAREHOUSE
48B	COLD STORAGE WAREHOUSE	INDUSTRIAL/WAREHOUSE
48C	WAREHOUSE	INDUSTRIAL/WAREHOUSE
49C	OPEN STORAGE	INDUSTRIAL/WAREHOUSE
50C	RESIDENTIAL	RESIDENTIAL
67C	POULTRY	INDUSTRIAL/WAREHOUSE
68C	DAIRY BUILDING	INDUSTRIAL/WAREHOUSE
69C	ORNAMENTALS	NOT USED
71B	CONVENTS	INSTITUTIONAL
71C	CHURCHES	INSTITUTIONAL
71D	RECTORIES	RESIDENTIAL
72B	PRIVATE COLLEGES	INSTITUTIONAL
72C	SCHOOLS (PRIVATE ELEMENTARY/SECONDARY)	INSTITUTIONAL
72D	PRIVATE FRATERNITY HOUSE	INSTITUTIONAL
72E	PRIVATE COLLEGES - NOT USED	NOT USED
73C	HOSPITALS (PRIVATE)	INSTITUTIONAL
73D	VETERAN HOSPITALS	INSTITUTIONAL
74C	HOME FOR AGED	INSTITUTIONAL
75C	ORPHANAGES	INSTITUTIONAL
75D	DAY CARE CENTER	COMMERCIAL
76C	MORTUARY/CEMETERY/CREMATORY	INSTITUTIONAL
77B	YACHT/COUNTRY CLUB	COMMERCIAL
77C	CLUBS, LODGES, UNION HALLS	INSTITUTIONAL
78C	LIBRARY	INSTITUTIONAL
82C	FOREST PARKS	NOT USED
83C	PUBLIC SCHOOLS	INSTITUTIONAL
84C	COLLEGES (PUBLIC)	INSTITUTIONAL
84D	DORMITORY (PUBLIC)	INSTITUTIONAL
84E	FRATERNITY HOUSE (PUBLIC)	INSTITUTIONAL

CODE	DESCRIPTION	CATEGORY
85C	HOSPITALS	INSTITUTIONAL
86B	COURTHOUSES	INSTITUTIONAL
86C	FIRE STATION	INSTITUTIONAL
86D	JAILS	INSTITUTIONAL
87C	STATE	INSTITUTIONAL
88C	FEDERAL	INSTITUTIONAL
89C	MUNICIPAL	INSTITUTIONAL
90C	LEASEHOLD	NOT USED
91C	UTILITIES	INDUSTRIAL/WAREHOUSE
92C	MINING	NOT USED
93C	PETROLEUM	NOT USED
98C	CENTRALLY ASSESSED	NOT USED
99C	NON-AGRICULTURAL	NOT USED
F1	FIRE ONLY	RESIDENTIAL
GOV	GOVERNMENT BUILDING	GOVERNMENT
MHPK	MOBILE HOME PARK	RESIDENTIAL
R1	SINGLE FAMILY RESIDENCE	RESIDENTIAL
R1C	RESIDENTIAL CONDO	RESIDENTIAL
R2	DUPLEX	RESIDENTIAL
R3	TRIPLEX	RESIDENTIAL
R4	QUADRAPLEX	RESIDENTIAL
RVPK	RECREATIONAL VEHICLE PARK	COMMERCIAL

**APPENDIX C**  
**SITUATION FOUND CODES AND DESCRIPTIONS**

CODE	DESCRIPTION	TYPE
100	FIRE, OTHER	NON-EMS
111	BUILDING FIRE	NON-EMS
113	COOKING FIRE, CONFINED TO A CONTAINER	NON-EMS
130	MOBILE PROPERTY (VEHICLE) FIRE, OTHER	NON-EMS
131	PASSENGER VEHICLE FIRE	NON-EMS
136	SELF PROPELLED MOTOR HOME OR RECREATIONAL VEHICLE	NON-EMS
140	NATURAL VEGETATION FIRE	NON-EMS
142	BRUSH, OR BRUSH AND GRASS MIXTURE FIRE	NON-EMS
143	GRASS FIRE	NON-EMS
150	OUTSIDE RUBBISH FIRE, OTHER	NON-EMS
151	OUTSIDE RUBBISH, TRASH OR WASTE FIRE	NON-EMS
153	CONSTRUCTION OR DEMOLITION LANDFILL FIRE	NON-EMS
162	OUTSIDE EQUIPMENT FIRE	NON-EMS
200	OVERPRESSURE RUPTURE, EXPLOSION, OVERHEAT, OTHER	NON-EMS
251	EXCESSIVE HEAT, SCORCH BURNS WITH NO IGNITION	NON-EMS
300	RESCUE, EMS CALL, OTHER	EMS
311	MEDICAL ASSIST, ASSIST EMS CREW	EMS
321	EMS CALL, EXCLUDING VEHICLE ACCIDENT WITH INJURY	EMS
3211	NOT PROVIDED	EMS
3212	NOT PROVIDED	EMS
322	VEHICLE ACCIDENT WITH INJURIES	EMS
3221	NOT PROVIDED	EMS
3222	NOT PROVIDED	EMS
323	MOTOR VEHICLE/PEDESTRIAN ACCIDENT (MV PED)	EMS
324	MOTOR VEHICLE ACCIDENT, NO INJURIES	NON-EMS
331	LOCK-IN (IF LOCK OUT, USE 511)	NON-EMS
352	EXTRICATION OF VICTIM(S) FROM VEHICLE	NON-EMS
353	REMOVAL OF VICTIM(S) FROM STALLED ELEVATOR	NON-EMS
357	EXTRICATION OF VICTIM(S) FROM MACHINERY	NON-EMS
365	WATERCRAFT RESCUE	NON-EMS
381	RESCUE OR EMS STANDBY	EMS
400	HAZARDOUS CONDITION, OTHER	NON-EMS
410	FLAMMABLE GAS OR LIQUID CONDITION, OTHER	NON-EMS
411	GASOLINE OR OTHER FLAMMABLE LIQUID SPILL	NON-EMS
412	GAS LEAK	NON-EMS
413	OIL OR OTHER COMBUSTIBLE LIQUID SPILL	NON-EMS
422	CHEMICAL SPILL OR LEAK	NON-EMS
440	ELECTRICAL WIRING/EQUIPMENT PROBLEM, OTHER	NON-EMS
441	HEAT FROM SHORT CIRCUIT (WIRING), DEFECTIVE/WORN	NON-EMS
442	OVERHEATED MOTOR	NON-EMS

CODE	DESCRIPTION	TYPE
444	POWER LINE DOWN	NON-EMS
445	ARCING, SHORTED ELECTRICAL EQUIPMENT	NON-EMS
460	ACCIDENT, POTENTIAL ACCIDENT, OTHER	NON-EMS
461	BUILDING OR STRUCTURE WEAKENED OR COLLAPSED	NON-EMS
463	VEHICLE ACCIDENT, GENERAL CLEANUP	NON-EMS
500	SERVICE CALL, OTHER	NON-EMS
510	PERSON IN DISTRESS, OTHER	NON-EMS
511	LOCK-OUT	NON-EMS
520	WATER PROBLEM, OTHER	NON-EMS
531	SMOKE OR ODOR REMOVAL	NON-EMS
542	ANIMAL RESCUE	NON-EMS
550	PUBLIC SERVICE ASSISTANCE, OTHER	NON-EMS
551	ASSIST POLICE OR OTHER GOVERNMENTAL AGENCY	NON-EMS
552	POLICE MATTER	NON-EMS
553	PUBLIC SERVICE	NON-EMS
554	ASSIST INVALID	NON-EMS
561	UNAUTHORIZED BURNING	NON-EMS
571	COVER ASSIGNMENT, STANDBY, MOVEUP	NON-EMS
600	GOOD INTENT CALL, OTHER	NON-EMS
611	DISPATCHED & CANCELED EN ROUTE	NON-EMS
621	WRONG LOCATION	NON-EMS
632	PRESCRIBED FIRE	NON-EMS
650	STEAM, OTHER GAS MISTAKEN FOR SMOKE, OTHER	NON-EMS
652	STEAM, VAPOR, FOG OR DUST THOUGHT TO BE SMOKE	NON-EMS
671	HAZMAT RELEASE INVESTIGATION W/NO HAZMAT	NON-EMS
700	FALSE ALARM OR FALSE CALL, OTHER	NON-EMS
721	BOMB SCARE - NO BOMB	NON-EMS
730	SYSTEM MALFUNCTION	NON-EMS
733	SMOKE DETECTOR ACTIVATION DUE TO MALFUNCTION	NON-EMS
734	HEAT DETECTOR ACTIVATION DUE TO MALFUNCTION	NON-EMS
735	ALARM SYSTEM SOUNDED DUE TO MALFUNCTION	NON-EMS
740	UNINTENTIONAL TRANSMISSION OF ALARM, OTHER	NON-EMS
741	SPRINKLER ACTIVATION, NO FIRE - UNINTENTIONAL	NON-EMS
743	SMOKE DETECTOR ACTIVATION, NO FIRE - UNINTENTIONAL	NON-EMS
744	DETECTOR ACTIVATION, NO FIRE - UNINTENTIONAL	NON-EMS
745	ALARM SYSTEM SOUNDED, NO FIRE - UNINTENTIONAL	NON-EMS
814	LIGHTNING STRIKE (NO FIRE)	NON-EMS
900	SPECIAL TYPE OF INCIDENT, OTHER, DUMPSTER FIRE	NON-EMS

## APPENDIX D

### ESTIMATED FIRE SERVICES ASSESSMENT RATE SCHEDULE

**SECTION D-1. DETERMINATION OF FIRE SERVICES ASSESSED COSTS.** The estimated Fire Services Assessed Cost to be assessed for the Fiscal Year beginning October 1, 2012, is \$2,246,684.

#### **SECTION D-2. ESTIMATED FIRE SERVICES ASSESSMENTS.**

(A) The estimated Fire Services Assessments to be assessed and apportioned among benefitted parcels pursuant to the Cost Apportionment and Parcel Apportionment to generate the estimated Fire Services Assessed Cost for the Fiscal Year beginning October 1, 2012, are hereby established as follows for the purpose of this Initial Assessment Resolution:

#### **FY 2012-13 Fire Assessment Rates**

<b>RESIDENTIAL PROPERTY USE CATEGORIES</b>	<b>Rate Per Dwelling Unit</b>
Residential Dwelling Unit	\$142

<b>NON-RESIDENTIAL PROPERTY USE CATEGORIES</b>	<b>Building Classification (in square foot ranges)</b>	<b>Commercial</b>	<b>Industrial/Warehouse</b>	<b>Government</b>	<b>Non-Gov Institutional</b>
	100 - 1,999	\$300	\$69	\$735	\$558
	2,000 - 4,499	\$600	\$137	\$1,470	\$1,116
	4,500 - 7,999	\$1,349	\$307	\$3,306	\$2,511
	8,000 - 12,399	\$2,398	\$546	\$5,877	\$4,463
	12,400 - 17,799	\$3,717	\$845	\$9,109	\$6,917
	17,800 - 24,199	\$5,335	\$1,213	\$13,075	\$9,930
	24,200 - 31,699	\$7,253	\$1,649	\$17,776	\$13,500
	31,700 - 39,999	\$9,501	\$2,160	\$23,285	\$17,683
	40,000 - 49,399	\$11,989	\$2,726	\$29,382	\$22,313
	49,400 - 59,799	\$14,806	\$3,366	\$36,286	\$27,557
	> 59,799	\$17,923	\$4,075	\$43,925	\$33,358

(B) No Fire Services Assessment shall be imposed upon a parcel of Government Property or upon the portion of a Building located on a parcel of Institutional Property whose Building use is wholly exempt from ad valorem taxation under Florida law; however

Government Property that is owned by federal government mortgage entities such as the VA and HUD shall not be exempted from the Fire Services Assessment.

(C) Any shortfall in the expected Fire Services proceeds due to any reduction or exemption from payment of the Fire Services Assessments required by law or authorized by the City Council shall be supplemented by any legally available funds, or combination of such funds, and shall not be paid for by proceeds or funds derived from the Fire Services Assessments. In the event a court of competent jurisdiction determines any exemption or reduction by the City Council is improper or otherwise adversely affects the validity of the Fire Services Assessment imposed for this Fiscal Year, the sole and exclusive remedy shall be the imposition of a Fire Services Assessment upon each affected Tax Parcel in the amount of the Fire Services Assessment that would have been otherwise imposed save for such reduction or exemption afforded to such Tax Parcel by the City Council.

**APPENDIX E**  
**APPORTIONMENT METHODOLOGY**

The Cost Apportionment to each Property Use Category shall be apportioned among the Tax Parcels within each Property Use Category as follows:

**SECTION E-1. RESIDENTIAL PROPERTY.** The Fire Services Assessment for each Tax Parcel of Residential Property shall be computed by multiplying the Demand Percentage attributable to Residential Property by the Fire Services Assessed Costs, dividing such product by the total number of Dwelling Units shown on the Tax Roll within the City, and then multiplying such quotient by the number of Dwelling Units located on such Tax Parcel.

**SECTION E-2. NON-RESIDENTIAL PROPERTY.** The Fire Services Assessments for each Building of Non-Residential Property, except Recreational Vehicle Park Property, shall be computed as follows:

(A) Respectively, multiply the Fire Services Assessed Costs by the Demand Percentage attributable to each of the non-residential Property Use Categories. The resulting dollar amounts reflect the portions of the City's Fire Services budget to be respectively funded from Fire Services Assessment revenue derived from each of the non-residential Property Use Categories.

(B) Separate each Building of Non-Residential Property into the appropriate non-residential Property Use Category for that Building.

- (1) Buildings with a Building Area of less than 1,999 square feet;
- (2) Buildings with a Building Area between 2,000 square feet and 4,499 square feet;
- (3) Buildings with a Building Area between 4,500 square feet and 7,999 square feet;

- (4) Buildings with a Building Area between 8,000 square feet and 12,399 square feet;
- (5) Buildings with a Building Area between 12,400 square feet and 17,799 square feet;
- (6) Buildings with a Building Area between 17,800 square feet and 24,199 square feet;
- (7) Buildings with a Building Area between 24,200 square feet and 31,699 square feet;
- (8) Buildings with a Building Area between 31,700 square feet and 39,999 square feet;
- (9) Buildings with a Building Area between 40,000 square feet and 49,399 square feet;
- (10) Buildings with a Building Area between 49,400 square feet and 59,799 square feet;
- (11) Buildings with a Building Area of 59,799 square feet or greater.

(C) For each non-residential Property Use Category (except Recreational Vehicle Park property), multiply the number of buildings categorized in:

- (1) Subsection (B)(1) of this Section by 1,000 square feet;
- (2) Subsection (B)(2) of this Section by 2,000 square feet;
- (3) Subsection (B)(3) of this Section by 4,500 square feet;
- (4) Subsection (B)(4) of this Section by 8,000 square feet;
- (5) Subsection (B)(5) of this Section by 12,400 square feet;
- (6) Subsection (B)(6) of this Section by 17,800 square feet;
- (7) Subsection (B)(7) of this Section by 24,200 square feet;
- (8) Subsection (B)(8) of this Section by 31,700 square feet;

- (9) Subsection (B)(9) of this Section by 40,000 square feet;
- (10) Subsection (B)(10) of this Section by 49,400 square feet;
- (11) Subsection (B)(11) of this Section by 59,800 square feet;

(D) For each of the non-residential Property Use Category, add the products of subsections (C)(1) through (C)(9) of this Section. The sum of these products reflects an aggregate square footage area for each non-residential property use category to be used by the City in the computation of Fire Services Assessments.

(E) Divide the product of subsection A) of this Section relative to each of the non-residential Property Use Categories by the sum of the products for each non-Residential Property Use Category described in subsection (D) of this Section. The resulting quotient expresses a dollar amount adjusted or weighted per square foot of improved area to be used in computing Fire Services Assessments on each of the respective non-residential Property Use Categories.

(F) For each of the non-residential Property Use Categories, multiply the resulting quotients from subsection (A) of this Section by each of the respective products in subsection (C)(1) through (C)(9) of this Section. The resulting products for each non-residential property Use Category expresses a series of gross dollar amounts expected to be funded by all Buildings in the respective non-residential Property Use Categories in each of the square footage categories described in subsection (B) of this Section.

(G) For each of the non-residential Property Use Categories, divide each of the respective products of subsection (F) of this Section by the number of buildings determined to be in each of the square footage categories identified in subsection (B) of this Section. The result expresses the respective dollar amounts of the Fire Services Assessments to be imposed upon each Building in each of the non-residential Property Use Categories.

**SECTION E-3. RECREATIONAL VEHICLE PARK PROPERTY.** Notwithstanding the procedure in Section E-2 for Non-Residential Property, the Fire Services Assessments for each Tax Parcel of Recreational Vehicle Park property shall be computed as follows:

(A) Aggregate the amount of square footage for each Tax Parcel of Recreational Vehicle Park property, with recreational vehicle park spaces calculated, as reported to the Department of Health, at 191 square feet each.

**SECTION E-4. MIXED USE PROPERTY.** The Fire Services Assessments for each Tax Parcel classified in two or more Property Use Categories shall be the sum of the Fire Services Assessments computed for each Property Use Category.

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: October 3, 2012**

**AGENDA TAB NO. 14**

**SUBJECT TITLE: Railroad Bridge Dedication**

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**OBJECTIVE:**

To consider the request of the Tavares Historical Society to defer further consideration on this item until the first meeting in December or later in January.

**SUMMARY:**

At the City Council meeting of August 15, 2012, Vice Mayor Grenier spoke in support of dedicating the Dora Canal Railroad Bridge to Clayton Bishop. After receiving input from audience members, Council discussed the recommendation and there were comments made by Councilmember Smith to allow the Historical Society to do further research and Councilmember Hope who suggested forming a committee to develop a list of prioritized individuals. Council then voted 4-1 to defer a decision on this matter until after budget approval.

The Tavares Historical Society has requested that Council delay further discussion on this issue until the first Council meeting in December or later in January. However, they have also provided information on the issue in this packet if Council decides to not postpone the agenda item.

**OPTIONS:**

- 1) Move to postpone discussion on this issue until December 5, 2012 or a later date.
- 2) Do not postpone discussion and discuss and/or vote to make a decision at this meeting.

**STAFF RECOMMENDATION: - N/A**

**FISCAL IMPACT: - N/A**

**LEGAL SUFFICIENCY:- Legally sufficient.**

## Nancy Barnett

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**From:** John Drury  
**Sent:** Friday, August 31, 2012 1:29 PM  
**To:** Nancy Barnett  
**Subject:** FW: Request

Place this request on the first October Council meeting

John Drury ICMA-CM, AAE  
City Administrator  
(352) 742-6209



America's Seaplane City™



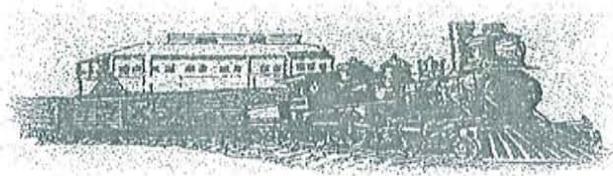
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**From:** Gbsmith643@aol.com [mailto:Gbsmith643@aol.com]  
**Sent:** Thursday, August 30, 2012 4:36 PM  
**To:** John Drury  
**Subject:** Request

The Historical Society Board met this afternoon and asked me to wright requesting a delay on the meeting regarding the railroad bridge until after the upcoming election and maybe have it at the first Council meeting in December. If there is to much going on at that meeting maybe in January?

Thank you,

Brenda Smith  
Secretary  
Tavares Historical Society



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Historical Society of Tavares  
121 East Alfred Street  
Tavares, Florida 32778  
Keeping Our Tavares History Alive

September 21, 2012

**To: Mayor, Robbie Wolfe  
Vice Mayor, Bobby Greiner  
Councilwoman, Lori Pfister  
Councilman, Norm Hope  
Councilman, Kirby Smith  
City Administrator, John Drury**

**The Historical Society of Tavares and Museum is requesting you to view the enclosed letter and documents. We feel this is a matter of importance for now and in our future.**

**Thank you,  
Brenda Smith  
President/Secretary**

The Historical Society of Tavares express our thanks for the opportunity to have an input into the naming of the new Dora Canal Railroad bridge, located in Tavares. This new bridge will be the third bridge at this location, built over the Dora Canal, with the first built in the early 1880's, the second one built in 1955 and the new one in 2012. The second one lasted 57 years.

For the last twenty-five years the Historical Society of Tavares has been working hard to document and maintain the history of the City of Tavares. With the assistance of the City we have been able to develop and maintain a museum solely for the City.

We are in a unique situation of having the Lake County Museum within our City along with the Tavares Museum. This is a good thing. The Lake County Museum represents all of Lake County but our Museum is for the Citizens of Tavares and their history. We do not and cannot compete with the County museum.

We feel that anything within the City limits of Tavares belongs to Tavares history. Any thing that concerns the City's past and future is Tavares and its history. It is the citizens past, present and future that make up this history.

We feel that naming anything in the City should be for one of its citizens. Not someone from a nearby town, no matter how deserving they are. No matter how many honors they have already received. That's the way it has been and there is no need to change it now. If the Lake County Historical Society wants to honor someone within the County, let them do it with County property not property or monuments within the City of Tavares.

We understand that funds from different sources came together to aid in the building of the new railroad bridge. But, if it were not for Tavares and their dream of a railroad system rolling again and all the hard work Tavares did in getting this together we doubt very much that the bridge would have been rebuilt. The City came to the Tavares Historical Society and Tavares Museum to find out about the historical significance of the bridge. We aided them as best as we could and I believe we were helpful.

We feel Mr. L.A. Duckett, who came to work for the Seaboard Coastline in 1925 and was a section foreman and Mr. John Henry Wade, who started to work for the Tavares & Gulf in 1912 represent the hard working men who laid the rails and kept the trains moving. Mr. Duckett retired at age 70 and lived to be 105. John Henry Wade worked his entire working career for the ole "Tug & Grunt" as it was affectionately called. The railroad was their life.

The Board feels strongly that the bridge should be named in honor of these two men. Duckett-Wade Memorial Bridge. These two men lived their lives in Tavares with their children and grandchildren attending Tavares schools and they have family still living in Tavares today.

Remember Duckett-Wade Memorial Bridge will not only span the Dora Canal, but will span over 100 years combined work of two men that worked on the Seaboard Coastline and the Tavares and Gulf Railroad.

Thank you for your consideration in this important matter.

# MEMORIES TO SHARE

12-30-1989  
by Mary Folger

Luther Duckett. Born Dec. 28, 1888.

And still going strong.

"I can't hear. I can't see. And I can't think," says this old-school Southern gentleman as he rises to greet his guest.

He then proceeds to think, to remember, to share life in Florida since his arrival in 1910 to work for \$1.10 a day on the railroad, since his arrival in Tavares in 1927 when the population was 400 or 500, give or take a few, when total Main Street businesses numbered a half-dozen or so, when houses built between Lanthe Street along Sinclair to Lake Eustis were few and far between.

Mr. Duckett, who a year ago, on his 100th birthday, was the guest of honor at a celebration at the Civic Center, remembers the pre-Tavares days when he lived in a railroad camp car, took a train to Tampa on Saturday nights, spent Sunday mornings and early afternoons with his family, and then took another train back to wherever he was working — possibly in North Florida or Georgia — in time to start work Monday mornings.

He recalls arriving in Tavares in November, 1927, and his family's arrival a few days before Christmas that same year. He remembers that his wife, Emma, didn't want to come.

Those days weren't easy. He was paid once a month. He needed to

buy food for his family that first year. He went to one grocery store and offered the owner a note. It wasn't acceptable. he went to another grocery and got the needed supplies on credit.

Thinking back, Mr. Duckett remembers the name of the Sheriff, tax collector, tax assessor, judge, attorneys in town and the prosecuting attorney of the time. The name of the clerk of courts doesn't come immediately to mind, but he recalls the name of the clerk's in-law who followed him in office. Not only does he remember the names, he remembers the salaries. The state's attorney, tax collector and tax assessor each made \$7,500 a year.

Mr. Duckett also remembers the streets that were paved and those that were not back in the late 1920's and early '30s. he remembers the sidewalks, the businesses, where houses were and weren't.

And he remembers when he bought the house at 804 Sinclair where he still lives.

There were just three houses in the area then, he recalls. One, across the street from his, was built of brick. It's still standing. His house, of stucco, is also in fine shape. A third house in the area was of wood. It's no longer there.

continued on page 4

## Luther Duckett continued from page 1

It was burned, Mr. Duckett recalls, because money had come in on a passenger train. The bank was closed at the time, and the money was put in the depot safe. Robbers wanted that cash. To create a diversion, they set the wooden house fire. It was, at that time, far from the center of population, and while the volunteer fire department and most of the town fought the blaze, the robbers attempted to pull the safe from the depot and load it onto a wagon. They were foiled, however, when they were interrupted by a gentleman reporting for duty at 4 a.m. The money was recovered, the robbers caught. But the house was a casualty.

He recalls when Florida's boom busted, when 141 lots were auctioned off. Prices for lakefront property were about \$400 that day.

After the sale, building began in the area. But it was too late to save the sidewalks. A couple of enterprising gentlemen with a pick-up truck had torn up the walk that went to the lake, transported them to town and sold them for 50 cents a block. In the end, the city had to rebuild the walks.

Thinking back, Mr. Duckett recalls a half-dozen or so Tavares residents still living who were here when he arrived in town. There might be more, he concedes, but not many.

Mr. Duckett worked for the railroad until 1958. After that, he was in the nursery business until a freeze forced him out. Then he sold the property.

Mr. Duckett's involvement with the Masonic Lodge goes back to the 'teens. Before coming to Tavares, he was Worshipful Master of the Masonic Lodge in Wildwood. He has since held that position in the Tavares Lodge.

He has also been active in the Baptist Church. Before coming to Tavares, back in the days when he was living in a railroad camp car, he

explains, Sunday mornings were the only time he had to spend with his family. But after he and his family were reunited in Tavares, and after he got caught up on his fishing, he was invited to attend the Baptist Church. Realizing what he's been missing, he went on to serve as a deacon in the church for 50 years and to serve as Sunday school superintendent for a few years.

Luther Duckett and the former Emma Jones were married in Palmetto. Their marriage lasted 70 years and five months. She died in August of 1984.

Last year, all of the living Duckett children, grandchildren and great grandchildren with the exception of one granddaughter and a great grandson gathered at the Civic Center to help Luther Duckett observe his 100th birthday. This year, explain his daughters, Gertrude and Helen, with whom he makes his home, Dec. 28 will be "a quiet day at home."

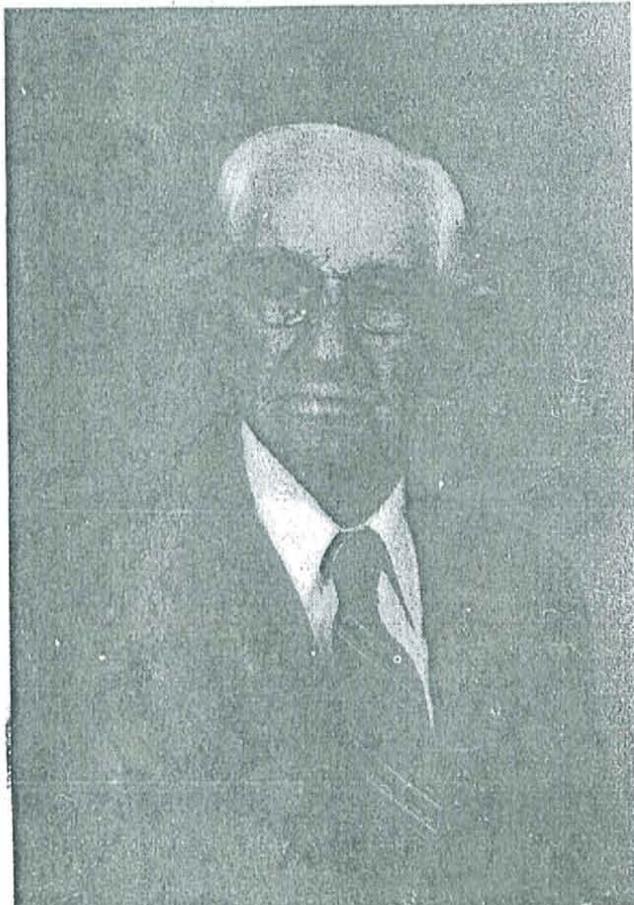
A day, no doubt, when Luther Duckett will remember ....

"But I don't remember what I once did," says Tavares' 101-year-old storyteller. Back when he was working on the railroad, he says, he could remember the numbers of three cars as they went by without writing them down. Then in 1917, he had the flu. he never quite so well after that. And now that he's 101 - well, he doesn't remember the way he once did.

But ask him about his father's service in the Civil War, about how his father met his mother, about Mr. Duckett's meeting his wife. Ask him about working on the railroad 75 and more years ago. Ask him about Tavares back then.

And Luther Duckett is a walking, remembering encyclopedia and more.

He's interesting. He's fun. And he's an old-school Southern gentleman, still going strong.



# A. L. AND T. & G. R. R. EMPLOYEES FORM LEAGUE

9-19-1930

Meeting Held in Tavares  
Wednesday Evening  
—Large Attendance

Prominent R. R. Men Attended

Sumner Was Elected President and C. L. Bassett is Secretary

Meeting of about one hundred employees of the Seaboard and Tavares and Gulf railroad, held in the building, Wednesday night, was organized a club to be called the "T. & G.-Seaboard Employees Protective League of Lake County."

Officers elected by the League were: C. Sumner, president; M. Hux, first vice-president; L. A. Bassett, second vice-president; Mrs. Sumner, third vice-president; Sam F. Hux, fourth vice-president; C. L. Bassett, secretary. Committees were appointed for Legislative, Soliciting, Public Entertainment.

The purpose of the League is to adopt by the League at the purpose of the League to create a better understanding and friendship among employees and to learn more about railroad and to protect its best interests, thereby protecting employees' interests.

Resolution made by E. R. McMullen, president of the S. A. L. Railway, read out that the state and county was paid in Lake county for the Seaboard and T. & G. Railroad as follows:

State and county	\$ 9,286.50
State and county	19,700.00
(S. A. L.)	
Lake county	10,862.73
Tavares city taxes	740.42
Tavares city taxes	8.11

\$38,557.58

McMullen pointed out that in the above contribution by the state and county, roads, etc., are entitled to handle tons of freight handled by buses and trucks and their

merchants and consignees to ship their freight by railroad.

He also stated that there are approximately 112 people in Tavares dependent upon railroad salary checks for their livelihood, and that this in itself should be an influence upon consignees.

Monthly meetings of this League will be held in Tavares at which time reports of progress will be made and additional facts and figures relating to this question given.

Prominent Seaboard officials present at this meeting from out-of-town were: E. R. McMullen, Trainmaster; R. W. Bonney, Division Engineer; O. L. McRae, agent at Wildwood; T. M. Bragg, Roadmaster; C. A. Harris, agent at Orlando, and others.

## Tavares Scene Of Train Wreck Early Saturday

### Through Freight Plows Into Eight Cars Near Depot

6-15-1948 Tavares

Tavares was the scene of a railroad accident early Saturday morning when the through Seaboard freight train from Orlando to Wildwood crashed into eight cars standing on the main line a few hundred feet south of the Tavares Freight Depot.

L. A. Duckett, section foreman, said the eight cars were left on the main line with brakes set while the Zellwood switch engine went to the Lake Region Packing Co. siding to pick up more cars loaded with citrus.

No One Hurt

O. C. Forbes was engineer of the through freight. Quite fortunately, no one was in the caboose, which bore the full impact of the crash and was almost completely demolished. The engine, caboose and one box car were derailed. No one was injured.

The through freight was traveling at about 10 miles per hour. Mr. Duckett said the damage would have been lighter if the brakes had not been set on the eight standing cars.

The caboose, valued at about \$3500, was a complete loss. Mr. Duckett estimated the damage to the engine at \$1,000, to one box-car loaded with corn at \$200, and to the rails, \$250.

A wrecker was dispatched from Tampa to place the heavy engine and the cars back on the

## T & G Railroad Laying 5 Miles Of New Track

12-10-1948  
Independent Line Launches \$35,000 Building Program

One of Florida's last remaining independent lines, the Tavares and Gulf Railroad, has launched a \$35,000 betterment program that includes the laying of five miles of track between Tavares and Winter Garden.

The present track is being relaid with heavier rail to take care of the tremendous volume of fresh fruits and vegetables originating in the Lake and Orange County agricultural centers.

It is reported that the T. & G. originates more cars of fruit and vegetables per mile than any other railroad in Florida.

Although it is now controlled by the Seaboard, the T. & G. maintains its own superintendent and staff here. W. H. Edmund serves as superintendent and L. Bassett as chief clerk.

The railroad has 35 miles of track, extending from Tavares to Winter Garden, Ocoee and Clermont. Its only rolling stock consists of two engines and two cabooses. All citrus and vegetable cars are, in railroad language, "foreign line equipment" for which the T. & G. pays rates to the larger railroads.

T. & G. operates a small but modern shop in Tavares comprising in size with a large repair plant. The railroad has a staff of about 50 officers and workmen, with a considerable

# T And G's Last Train Pulls Out Of Tavares

- 28 - 1969

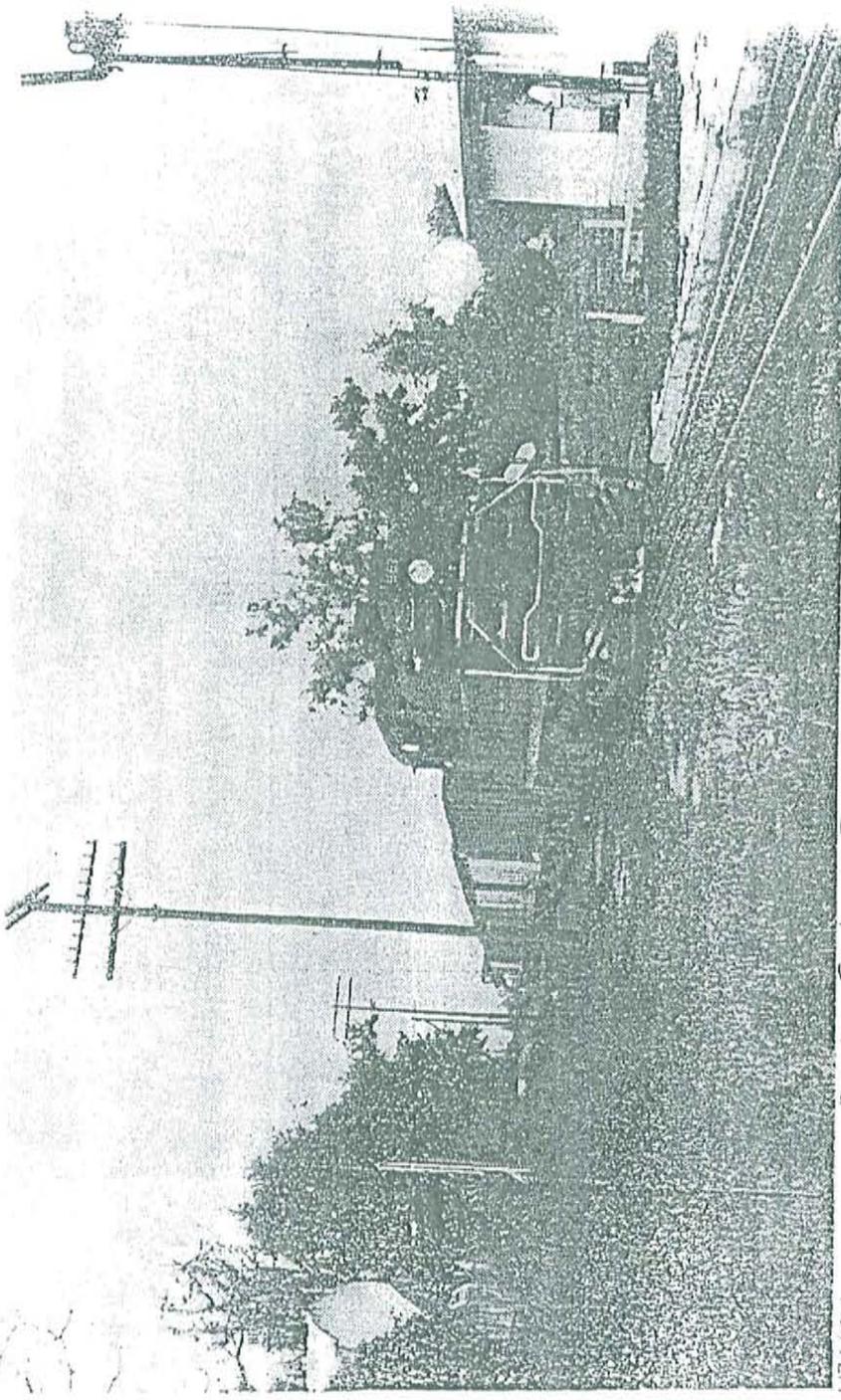
"Finis" was written to another chapter in Lake County history when the last train rolled out of Tavares last week over the tracks of the T and G. The Tavares and Gulf Railroad, a part of the Seaboard and more recently the Seaboard Coastline system since 1926, in its heyday boasted that it carried more freight per mile of track than any other in the United States.

FIRST GRADING was begun for the roadbed in 1885 and the first track was laid in the following year. Originally planned to connect Tavares with the Gulf of Mexico, the line eventually reached Winter Garden and Ocoee.

On hand for the nostalgic moment when the last train set out for its final run were five men whose lives were bound into the history of the railroad, for each spent a major part of his lifetime working for the T and G.

Fireman John Wade, the eldest in point of service started with the railroad in 1912, Engineer Chauncey Daniels, and conductors C. L. Breedlove, Lee Paul, and C. L. Merritt, along with Wade, have a total of 186 years with the line.

BREEDLOVE RECALLS that he started with the T and G when it used wood-burning locomotives and the rest of the group shared similar reminiscences as they watched the locomotive switching back and forth to assemble the train of cars it pulled on its final trip.



Below READY FOR LAST RUN  
Fireman Tim Wynn w/ Engineer W.C. NUTT behind him are about to take last train  
over tracks of the TAVARES + GULF R.R.

Last  
Time  
Out



[Learn about sponsoring this memorial...](#)

Birth: Dec. 4, 1921  
 Death: Jun. 21, 2011

LOIS WADE MANIGAULT, age 89 of Tavares, Florida passed away peacefully on June 21, 2011. She was born on December 4, 1921 in Tavares, Florida to the late John and Thelma Wade.

Lois was a lifetime member of St. John Independent Free Methodist Church of Tavares. She was a devoted wife to the late Claudius J. Manigault, Sr., a loving mother to her children, grandchildren, and great-grandchildren.

She is survived by her loving children; Gwendolyn James (Nathaniel) of Altamonte Springs, FL; Claudia Hires (Edison) of Orlando, FL; Claudius J. Manigault, Jr. of Tavares, FL; John E. Manigault (Faye) of Longwood, FL; six grandchildren; 10 great-grand children, brother-in-law Freddie Manigault (Marilyn) of Orlando, FL; sister-in-law, Viena Manigault of Lecanto, FL; many nieces, nephews, cousins and Godchildren.

Lois was greatly loved and will be truly missed by her family, church family, neighbors and friends.

Public viewing will be held on Tuesday, June 28, 2011 at St. John IFM Church of Tavares, FL from 5 to 7 p.m.

A Celebration of Life Service will be held on Wednesday, June 29, 2011 at 1 p.m. at St. John IFM Church, 120 N. Bloxham Ave, Tavares, FL 32778.

Funeral arrangements are entrusted to Marvin C. Zanders' Funeral Home of Apopka FL.

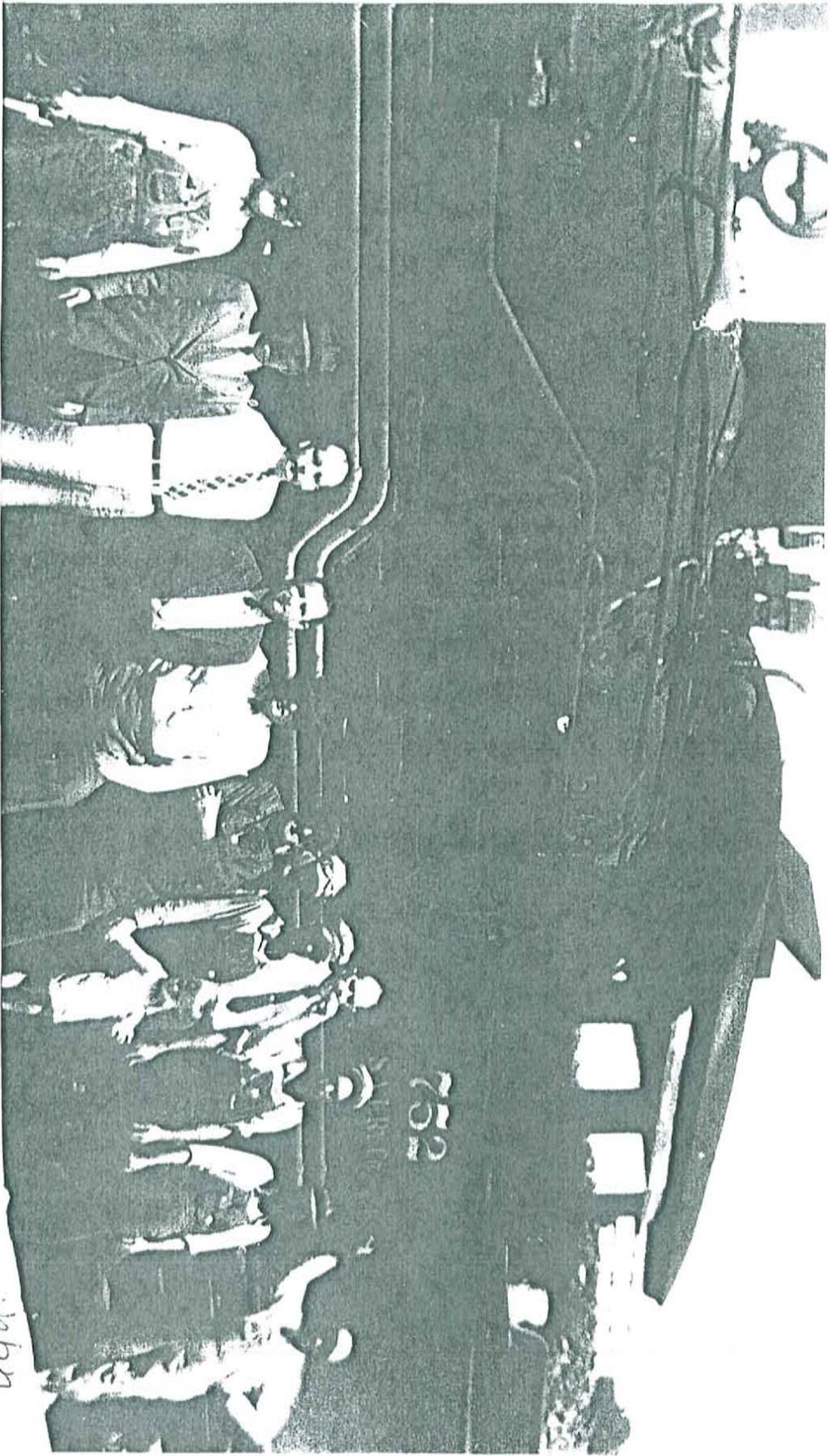
Published in the Orlando Sentinel on June 27, 2011

Family links:

Parents:  
[John Henry Wade \(1884 - 1974\)](#)  
[J. Thelma Wade \(1898 - 1966\)](#)

Spouse:  
[Claudius J. Manigault \(1921 - 1979\)](#)

Burial:  
[Tavares Cemetery](#)  
 Tavares  
 Lake County  
 Florida, USA



T & G crew in front of the Seaboard Airline RR 752, early 40's

John  
Henry  
WADE

Left to right: Ed Barksdale, Unknown, C.L. Bassett, Unknown,  
Bill Edmunds, Keister, Charlie Breedlove, Lee Paul  
and child, Slim Cruthers, Floyd Paul, John Kirk,  
John Henry Wade.

The State Print. Publisher

PRECINCT NO. 19 - *Jawaco*

POPULATION CENSUS 1935

*Lake* COUNTY

NAME	ADDRESS	SEX	AGE		RACE	RELATION TO HEAD OF FAMILY	PLACE OF BIRTH IN U.S. & DATE OF NATURALIZATION IF NATURALIZED	EDUCATION	OCCUPATION	OCCUPATION
			MALE	FEMALE						
Davis, Willie B.	Jawaco, Fla	M	27		Colored	Alone	Gas.	Elementary	Teacher	Laborer
Hill, Lizzie	"	F	32		"	Widow	S. C.	"	"	Housewife
" Mary Ellen	"	F	14		"	Widow	"	"	"	Student
" Jessie Lee	"	F	12		"	"	"	"	"	"
Henderson, Jere	"	M	30		"	Alone	Gas.	"	"	Laborer
Cosell, Lee	"	M	34		"	"	Fla.	"	"	"
Sprey, Lucetta	"	F	12		"	"	"	"	"	Cook
Copeland, J. D.	"	M	40		"	Widow	S. C.	"	"	R. R. Employee
" Gertrude	"	F	26		"	Wife	Fla.	"	"	Housewife
Parrish, Cleve	"	M	41		"	Widow	Gas.	"	"	R. R. Employee
" Jessie	"	F	32		"	Wife	S. C.	"	"	Cook
Taylor, Richard	"	M	27		"	Widow	Fla.	"	"	Laborer
" Elvira	"	F	32		"	Wife	Gas.	"	"	Housewife
Brown, Mayme	"	F	30		"	Alone	Fla.	"	"	Cook
Johnson, Arnette	"	F	29		"	Widow	"	"	"	Laborer
" Zella May	"	F	28		"	Wife	Gas.	"	"	Cook
Ridley, Cora	"	F	37		"	Alone	"	"	"	Owner
Houston, Jim	"	M	60		"	Widow	Fla.	"	Owner	Chauffeur
" Stella	"	F	37		"	Wife	Ala.	"	"	Housewife
Sims, Robert	" (Akers)	M	19		"	Son	"	High School	"	Student
Wade, Eli	"	M	38		"	Alone	S. C.	Elementary	"	Laborer
" E. D.	"	M	68		"	Widow	D. C.	"	"	"
" Ella	"	F	50		"	Wife	Tenn.	"	"	Cook
Warren, Steve	"	M	40		"	Alone	Gas.	"	Teacher	Laborer
Wade, Jim	"	M	38		"	Widow	S. C.	"	Owner	"
" Venus	"	F	37		"	Wife	Gas.	"	"	Cook
Lane Wade, Elsie	"	F	32		"	Widow	Fla.	"	"	"
Lang, Mayme	"	F	37		"	Widow	"	"	"	Housewife
" Mariah	"	F	62		"	Merchant	Gas.	"	"	"
Smith, James	"	M	40		"	Widow	"	"	Teacher	Laborer
" Etta	"	F	62		"	Wife	"	"	"	Housewife
Wrighter, Andrew	"	M	39		"	Widow	Fla.	"	"	Laborer
" Elizabeth	"	F	32		"	Wife	Gas.	"	"	Cook
" Edward	"	M	X 6		"	Son	"	Tenant	"	Infant
Bryant, Lishie	"	F	62		"	Widow	Fla.	Elementary	"	Laundress
" Ruth Ella	"	F	18		"	Widow	"	"	"	Cook
" Homer	"	M	36		"	Widow	"	"	"	Laborer
" Violet	"	F	20		"	Wife	"	"	"	Housewife
" Smart	"	F	14		"	Alone	"	"	"	Laborer
" George	"	M	40		"	"	"	"	"	"
Moten, Charlie	"	M	31		"	"	"	"	"	"
Williams, Sorrell	"	M	62		"	"	Gas.	"	"	R. R. Employee
Wade, John Henry	"	M	46		"	Widow	S. C.	"	Owner	"
" Thelma	"	F	36		"	Wife	Gas.	"	"	Housewife
" John Homer	"	M	17		"	Son	Fla.	"	"	Laborer
" Lois Mattie	"	F	13		"	Widow	"	"	"	Student
" Nedw Jane	"	F	8 X 1		"	"	"	"	"	"
Chapman, Washie	"	F	49		"	Alone	"	"	Teacher	Laundress
Williams, Annie	"	F	18		"	"	"	"	"	Cook
Thomas, Catherine	"	F	32		"	"	"	"	"	"

Inside 50 W. 2nd St. Jawaco, Fla. 23 1  
 " - 7 1/2 " - 7 27  
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**AGENDA SUMMARY**  
**TAVARES CITY COUNCIL**  
**DATE OF MEETING: October 3, 2012**

**AGENDA TAB NO. 15**

**SUBJECT TITLE: Approval of Plans and Guaranteed Maximum Price (GMP) for Reconstruction of Historic Train Station at Wooton Park**

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**OBJECTIVE:**

To have City Council approve the Plans and Guaranteed Maximum Price (GMP) for the reconstruction of the Historic Train Station at Wooton Park.

**DISCUSSION**

In mid-2007 the City Council approved the following Vision Statement for the City:

“TAVARES – THE CAPITAL WATERFRONT CITY OF LAKE COUNTY – BUILDING ON A HISTORIC FOUNDATION – CREATING AN AUTHENTIC, ACCESSIBLE COMMUNITY OF NEIGHBORHOODS, BUSINESSES AND CITIZEN SERVICES – DISTINGUISHING ITSELF AS THE DEFINING VISION OF WHERE YOU WANT TO BE.”

In keeping with the Vision Statement, as part of the Wooton Park Seaplane Base & Marina project, the City has constructed a replica of the Woodlea House, an old time train loading platform and has begun construction of the Pavilion on the Lake project which is a replica of the former two-story Pavilion built in 1912.

The City of Tavares has been living and implementing its Vision Statement with these projects by “building on historic foundation – creating an authentic, accessible community ...”.

Railroads have long been a part of the fabric and economy of Tavares dating back to the 1880's. In the late 1880's the Atlantic Coast Line (ACL) railroad constructed a railroad station adjacent to the current train loading platform on the triangle property abutted by Main Street and St. Clair Abrams. The train station was destroyed by fire on July 24, 1988.

The City of Tavares now has an opportunity to reconstruct a replica of the former ACL station with the construction costs covered over time by a contribution of City funds and the proceeds of lease agreements with the Tavares Chamber of Commerce and the Tavares, Eustis and Gulf, LLC (TEG) Company which is currently operating the steam engine tourist train.

The Tavares Chamber of Commerce has closed on a contract with Progress Energy to purchase the current Chamber building on Sinclair Avenue. The Chamber has subsequently entered into an Agreement with the City to advance the City a payment of \$150,000 towards the cost of the reconstructed train station and be credited with a lease payment for 15 years. The Chamber is also requesting an option to lease the space for an additional 10 years.

Tavares, Eustis and Gulf, LLC has also approved a lease with the City for space in the reconstructed train station.

A preliminary total cost estimate prepared in July 2011 for the reconstruction of the train station including all professional and permit fees was \$450,000 for a 2,800 square foot facility with the Chamber and TEG each leasing half of the available space. In January 2011, the preliminary estimated total cost of the Train Depot of \$450,000 was approved by the City Council.

In order to accomplish the planning, design, permitting and construction of the historic train station, a proposed total project budget of \$450,000 was approved. After deducting the \$150,000 from the Tavares Chamber upfront payment, there would be a maximum balance of up to \$300,000 that would need to be financed.

It was approved that the remaining \$300,000 would be borrowed from internal available funds at the prevailing interest earning rate for a period not to exceed 20 years. The loan payments to retire the debt would be paid by the lease agreements with the Tavares, Eustis and Gulf, LLC and the Tavares Chamber of Commerce.

The City Finance Director reviewed and approved this plan.

Since that time staff has worked with the Architect, Design Engineer, the Construction Manager at Risk, the Chamber and the TEG Railroad to finalize the design and arrive at a Guaranteed Maximum Price for the Depot Building. Several weeks ago it became apparent that due to design changes made since the preliminary estimate in June 2011, the Base Bid for the Depot Project including all design fees was \$516,766 or \$66,766 over the preliminary cost estimate of \$450,000.

The \$516,766 number includes an estimated \$45,000 of value engineering deducts made by the CM at Risk and approved by the City team after three meetings reviewing additional deducts on the project without sacrificing the integrity of the "historical" aspects of the building.

After review with the City Administrator and Finance Director it is proposed that the \$66,766 shortfall be covered by using the \$42,000 in reimbursements from Eustis and Lake County on the Dora Canal Bridge Grant match previously

funded by the City and \$24,766 from the balance of a portion of the funds from the original Wooton Park construction project.

Using these funds as proposed would allow for the City to approve the Plans and a Guaranteed Maximum Price of \$516,766 for the Train Depot Reconstruction Project.

This recommendation does not address the proposed construction of a historical themed water tower for the steam train. This proposal will be brought back to Council for consideration when a funding source has been identified.

### **OPTIONS:**

1. To move to approve the attached Plans and a Guaranteed Maximum Price of \$516,766 for the Train Depot Reconstruction Project with \$450,000 as approved by Council on December 21, 2011 and additional funding of \$42,000 in Dora Canal Bridge Match Reimbursements and \$24,766 from the balance of the original Wooton Park Construction funds and authorize the City Administrator to issue a notice to proceed on the project.
2. To not approve the attached Plans and Guaranteed Maximum Price.

### **STAFF RECOMMENDATION:**

Staff recommends that the Council moves to approve the attached Plans and Guaranteed Maximum Price of \$516,766 for the Train Depot Reconstruction Project with funding of \$450,000 as approved by the Council on December 21, 2011 and additional funding of \$42,000 in Dora Canal Bridge Match reimbursements and \$24,766 from the balance of the original Wooton Park Construction funds and authorize the City Administrator to issue a notice to proceed on the project.

### **FISCAL IMPACT:**

The fiscal impact will be an upfront contribution of \$150,000 by the Tavares Chamber of Commerce, internal borrowing of up to \$300,000 by the City with the debt service being paid by tenant lease agreements and additional funding by the City of Dora Canal Bridge Match reimbursements of \$42,000 and \$24,766 from the balance of the original Wooton Park Construction funds.

### **LEGAL CONSIDERATIONS:**

The City Attorney has reviewed and approved this arrangement.







**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: October 3, 2012**

**AGENDA TAB NO. 16**

**SUBJECT TITLE: Approval of Scope of Work and Fee Estimates for Wooton Park Expansion Project**

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**OBJECTIVE:**

To consider approval of the Scope of Work and Fee Estimates for the Wooton Park Expansion Project

**SUMMARY:**

On May 6, 2012 the City issued Request for Qualifications (RFQ) No. 2012-0022 for Comprehensive Project Management and Engineering Design for the Wooton Park Expansion. This RFQ was issued to select the best qualified consultant to design these improvements..

The responses were to list their experience and expertise, approach to projects with similar shoreline development, ability to work with City and regulatory agency staff, knowledge of problems related to DEP permitting , ability to secure and manage grant funding for this project, provide planning creative use of acquired land and to manage the construction phase of the project through successful completion..

A bid opening was held on June 7<sup>th</sup> 2012, and six (6) consultants provided responses to the RFQ.

On June 14, 2012, A selection Committee, comprised of Bill Neron, Jacques Skutt , Brad Hayes and Lauren Farrell convened to discuss the 6 proposals for qualifications that were submitted. The firms were reviewed and short-listed to the three finalists listed below.

On Monday July 9<sup>th</sup> 2012 the committee members conducted interviews in the City council chambers with the three finalists.

Upon conclusion of the presentations the committee members adjourned to discuss the merits of each firm and their final rankings. The members then turned in the score sheets with the results as follows:

Ranking 2012-0022					TOTAL	Rank
Dredging and Marine Consultants	86	86	74	85	331	2

<b>Booth, Ern, Straughan, &amp; Hiott, Inc.</b>	76	89	79	84	328	<b>3</b>
<b>AVCON</b>	96	93	85	94	368	<b>1</b>

By unanimous choice Avcon was ranked first as the recommended engineering consultant. This ranking was approved by City Council at its meeting held July 18, 2012 and staff began negotiating a Scope of Services and Fee Estimates for the project.

The Scope of Services and Fee Estimates were broken down two separate categories. The first category of Basic Services includes a Scope and Fee Estimate for design, permitting and engineering services to include the boat ramp and parking, restrooms and TAV-LEE Trail expansion within the additional 3.61 acres. These were the projects outlined in the material supporting the bond referendum. The estimated cost not to exceed fee for the Basic Services is \$84,640.

The second category includes a Scope of Services and Fee Estimate for Additional Services that include expansion of the TAV-LEE Trail to Main Street, potential improvements to the Seaplane Ramps adjacent to the Prop Shop and other amenities as outlined. The estimated not to exceed costs for the Additional Services is \$68,980.

It is anticipated that work under the Additional Services Section would not be authorized until additional funds are identified and appropriated.

The Scope of Services and fee estimates for the Basic Services and Additional Services are attached.

**OPTIONS:**

1. The Council moves to approve the attached Scope of Work and fee estimates for the Wooton Park Expansion Project and direct the City Attorney to prepare an appropriate contract with AVCON Engineering and authorize the City Administrator to execute the contract when it is prepared.
2. The Council moves not to approve the above recommendation.

**STAFF RECOMMENDATION:**

The Council moves to approve the attached Scope of Work and the fee estimates for the Wooton Park Expansion Project and direct the City Attorney to prepare an appropriate contract with AVCON Engineering and authorize the City Administrator to execute the contract when it is prepared.

**FISCAL IMPACT:** The Basic Services Scope of Work will have an estimated not to exceed fee of \$84,640 which funds are available within the bond funds approved for the project.

**LEGAL SUFFICIENCY:** Legally sufficient.



**City of Tavares - Wooton Park Expansion**  
**Professional Engineering Services**  
**Project Scope – Preliminary Engineering, Permitting and Grant Assistance**

The City of Tavares desires to expand the existing Wooton Park in accordance with a recent referendum and land acquisition of approximately 3.61 acres of property immediately to the west of the existing park property. The CONSULTANT will assist the City in the Preliminary Engineering, Environmental Permitting, and the preparation of grant applications. This scope of services is separated into Basic Services, which represents the elements included in the City's Referendum and Additional Services, which represents other items the City desires to include and will be seeking other funding sources to complete. This scope will be followed by a separate Final Engineering Scope once the project has been fully developed and funding identified.

**Basic Services (Items in Referendum)**

**A. Conceptual Site Planning for Items in Referendum**

The CONSULTANT shall work with City Staff to develop a Conceptual Plan for the Wooton Park Expansion. Elements of the expanded park shall include, but not be limited to the following:

1. A new boat ramp with a minimum of two bays for loading and unloading boats from Lake Dora. The ramp shall be evaluated for potential seaplane use as a back-up and over flow ramp to the seaplane ramp at the existing park.
2. In association with the new boat ramp, additional boat docks will be provided to allow for temporary staging of boats during loading and unloading operations.
3. The conceptual design shall include an access road from the end of Sinclair Road and a parking area to accommodate a minimum of 15 auto/trailer combinations and 5 standard parking stalls, including the required handicap spaces.
4. The extension of the TAV-LEE Trail from its current end through the park expansion down to the boat ramp parking area. The trail will include standard trail amenities and furniture.
5. New restroom facilities will be located in the conceptual plan and will include architectural elevations and floor plans.
6. A large open area will be provided as part of the park conceptual plan. This area will be planned as a flexible area capable of accommodating civic and recreational events. The area may also be used as overflow parking for boats, trailers and seaplanes during special events.
7. A separate dock for wildlife observation and fishing will be provided at a convenient location adjacent to the TAV-LEE Trail. The dock shall be located and configured so as not to interfere with boat and/or seaplane operations.
8. Two Gazebo locations will be identified on the site plan.
9. Conceptual landscaping locations will be included as part of this scope of services.
10. Additional recreational activity facilities shall be evaluated for the park expansion such as beach volleyball pits and other appropriate activities.
11. Determine Requirements for Power Distribution and Communications to assist in future development of those systems.



#### **B. Site Surveying**

1. The City has provided a Boundary and Topographical Survey of the property recently purchased by the City as a result of the referendum.
2. The survey shall locate the wetland flags after confirmation from the environmental consulting and/or permitting agency of final placement.
3. The project survey shall be delivered in an AutoCADD format acceptable to the CITY.

#### **C. Environmental Permitting**

1. The Consultant will meet with the Florida Department of Environmental Protection (FDEP) and the St. John's River Water Management District (SJRWMD) to determine the appropriate permitting process associated with the overall park expansion project.
2. Wetland lines along the shoreline will be flagged and once finalized, notification will be given to the project survey for locating and placing into the topographic survey.
3. A narrative of the environmental issues associated with the proposed improvements will be prepared for inclusion in the environmental permit application(s).
4. Permit applications will be prepared and submitted for permitting to FDEP and/or SJRWMD. One round of comments to each agency is included in this scope of services.
5. To design and permit an enhanced shoreline along the shore of Lake Dora at Wooton Park to allow for the parking and mooring of seaplanes and boats. This will likely require mitigation in the form of on-site plantings and removal of invasive species.

#### **D. Site Engineering**

Site Engineering will be developed as needed in order to obtain the environmental permits noted above. This will include the following tasks:

1. Meet with the SJRWMD to determine what the appropriate permitting process will be for stormwater issues in conjunction with the boat ramp addition.
2. Develop a final grading and drainage plan which will be required by SJRWMD for the permitting process. This plan will include final site grading, stormwater conveyance, and stormwater treatment, if needed.
3. Design of the parking lot at the boat ramp including stormwater facilities, pavement design and geometry.
4. The CONSULTANT shall meet with the appropriate City engineering consultants to coordinate and ensure that the water, sewer and stormwater aspects needed for the Wooton Park expansion are compatible with the City's water, sewer and stormwater master plans.

#### **E. Preliminary Utility Engineering**

It is anticipated that potable water and sanitary sewer services will be required for various elements of the project. The professional services will include:

1. Conceptual layout of proposed water and sewer services to the amenities that will be provided and likely to include:



- a. Public Restroom
  - b. Drinking Fountains
  - c. Maintenance Hose Bibs
2. Submit Permit Determination Letters to FDEP for Sanitary and Potable Water Installations. If Permits are required, the application process will be completed under the scope of services for Final Engineering.

**F. Architectural Services – Conceptual Design**

1. Floor Plans – Floor Plans for a public restroom and a standard gazebo will be provided under this scope of services.
2. Standard architectural elevations will be provided for the public restroom.
3. The public restroom shall include an additional room that could be utilized as storage and/or a service desk at large public events.
4. Final design and architecture will be provided in the Final Engineering Scope of Services.

**G. Boat Ramp, Dock and Observation Deck Design** – These facilities will be designed to the level necessary to obtain the FDEP and/or SJRWMD permit. Any follow-on design effort will be included in the Final Engineering Scope of Services.

**H. Project Cost Estimating**

1. The Consultant will prepare an opinion of probable construction cost for the project elements included in this scope of service.
2. The estimates will also include an opinion of probable soft costs such as design services, construction inspection services and administrative costs.

**I. Construction Manager Selection Assistance**

The CONSULTANT will sit on the City’s selection committee to review the proposals submitted by the respondents.

**Additional Services**

**A. Conceptual Site Planning**

1. The CONSULTANT shall evaluate the operations characteristics of the existing park in its current configuration and once the new boat ramp has been added.
2. The CONSULTANT shall make recommendations on boat and seaplane parking stall and dock configuration based on new locations and potential configurations of boat and seaplane ramps. The CONSULTANT will include any agreed upon improvements in the design, engineering and permitting for the project.
3. The CONSULTANT will evaluate the TAV-LEE Trail location adjacent and around the existing seaplane/boat ramp in an attempt to improve safety associated with the mixed use operations. The CONSULTANT will include any agreed upon improvements in the design, permitting and engineering for the project. The Consultant will also evaluate the extension of the TAV-LEE trail to just north of the intersection of Ruby St. and Sinclair Avenue.



4. The CONSULTANT will evaluate the existing combination boat/seaplane ramp and recommend improvements to convert the ramp to the primary seaplane ramp. Modifications to the existing ramp and other agreed upon improvements will be included in the design, permitting and engineering for the project.
5. The CONSULTANT will prepare a parking layout / striping plan for the existing ramp to accommodate seaplanes as opposed to the existing layout primarily designed for vehicle/trailer combinations.
6. A Safety and Security Plan will be provided for the ramp area for potential use in grant applications with the FAA and FDOT.
7. A concept will be prepared for shoreline protection that will allow greater flexibility for boat and seaplane parking along or adjacent to the shoreline.

#### **B. Site Surveying**

The survey shall be expanded to the existing Sinclair Avenue right of way from the existing railroad right of way to just north of Ruby Street. This area is required to evaluate the extension of the TAV-LEE Trail.

#### **C. Grant Writing Assistance**

The CONSULTANT will assist the CITY with the preparation of grant applications in the following areas:

1. Cost estimating to include design, construction and administrative costs.
2. Figures and exhibits to demonstrate the scope of the project and for use in the applications.
3. Scope narrative and technical write-ups for the various elements of the projects. Potential grant applications will include but not be limited to the following:
  - a. Federal Aviation Administration
  - b. Florida Department of Transportation (Aviation and/or LAP)
  - c. Lake County Water Authority
  - d. Florida Recreation Development Assistance Program (FRDAP)
  - e. Florida Boating Improvement Program (FBIP)
4. The scope will include one meeting with the FAA and two meetings with FDOT to determine the potential for aviation funding. The CONSULTANT will prepare a narrative of the discussions with each of the agencies.



**D. Public Address System – Site Communications – Power Systems**

1. The Consultant will work with the City to develop a scope for any infrastructure to be included in the park to support a future Public Address System, Video System, Security System and Communication System.
2. Develop a concept plan for electrical power distribution through the park expansion site to accommodate future park activities.

Estimator : Rick Baldocchi  
27-Aug-12

Proposal to: City of Tavares  
Wootton Park Expansion - Basic Services  
Professional Engineering Services

Consultant: AVCON, INC.

No./ACTIVITY	Principal		Sr. Project Manager		Project Engineer		Engineer		Engineering Technician		TOTAL	
	Man Hours	Hourly Rate	Man Hours	Hourly Rate	Man Hours	Hourly Rate	Man Hours	Hourly Rate	Man Hours	Hourly Rate	Man-hours By Activity	Salary By Activity
<b>A. Conceptual Site Planning - Expansion</b>												
Coordinate Boat Ramp and Dock Configuration	0.50	220.00	2.00	220.00	0.00	120.00	2.00	80.00	0.00	80.00	5	710.00
Access Road and Parking Lot	0.50	220.00	4.00	220.00	0.00	120.00	4.00	80.00	0.00	80.00	9	1,310.00
Coordinate Restroom Facilities	0.50	220.00	1.00	220.00	0.00	120.00	1.00	80.00	0.00	80.00	3	410.00
Gazebo Location Refinement	0.50	220.00	2.00	220.00	0.00	120.00	1.00	80.00	0.00	80.00	4	630.00
Landscape Coordination	0.50	220.00	2.00	220.00	0.00	120.00	0.00	80.00	0.00	80.00	3	550.00
<b>B. Site Surveying</b>												
Coordinate Subconsultant	0.50	220.00	2.00	220.00	0.00	120.00	0.00	80.00	0.00	80.00	3	550.00
Coordinate Wetland Flagging	0.50	220.00	2.00	220.00	0.00	120.00	0.00	80.00	0.00	80.00	3	550.00
<b>C. Environmental Permitting</b>												
Pre-Application Meetings	0.00	220.00	4.00	220.00	0.00	120.00	0.00	80.00	0.00	80.00	4	860.00
Coordinate Environmental Subconsultant	0.00	220.00	1.00	220.00	0.00	120.00	0.00	80.00	0.00	80.00	1	220.00
Prepare Stormwater Elements of the Plan	0.00	220.00	1.00	220.00	8.00	120.00	0.00	80.00	0.00	80.00	9	1,180.00
Finalize and Assemble Permit Applications	0.00	220.00	1.00	220.00	8.00	120.00	8.00	80.00	0.00	80.00	17	1,820.00
Coordinate Mitigation Effort	0.00	220.00	1.00	220.00	8.00	120.00	0.00	80.00	0.00	80.00	9	1,180.00
<b>D. Site Engineering</b>												
Final Grading and Drainage Plan	0.50	220.00	4.00	220.00	16.00	120.00	16.00	80.00	12.00	80.00	49	4,910.00
Parking Lot Design	0.50	220.00	4.00	220.00	16.00	120.00	16.00	80.00	12.00	80.00	49	4,910.00
Stormwater Calculations	0.50	220.00	4.00	220.00	16.00	120.00	16.00	80.00	12.00	80.00	49	4,910.00
Pond, Swale or Filtration Design	0.50	220.00	4.00	220.00	16.00	120.00	16.00	80.00	6.00	80.00	43	4,550.00
<b>E. Preliminary Utility Engineering</b>												
Coordinate Subs on Utility Requirements	0.00	220.00	2.00	220.00	0.00	120.00	0.00	80.00	0.00	80.00	2	440.00
Coordinate Subs on Utility Locations	0.00	220.00	2.00	220.00	0.00	120.00	0.00	80.00	0.00	80.00	2	440.00
<b>F. Architectural Services</b>												
Prepare Restroom Concept	0.00	220.00	2.00	220.00	0.00	120.00	0.00	80.00	0.00	80.00	2	440.00
Prepare Gazebo Concept	0.00	220.00	2.00	220.00	0.00	120.00	0.00	80.00	0.00	80.00	2	440.00
<b>G. Water Structures Design</b>												
Coordinate Marine Subconsultant	0.00	220.00	2.00	220.00	0.00	120.00	0.00	80.00	0.00	80.00	2	440.00
Preliminary Design of Observation Deck	0.00	220.00	2.00	220.00	16.00	120.00	16.00	80.00	0.00	80.00	34	3,640.00
<b>H. Project Cost Estimating</b>												
Construction and Program Cost Estimates	0.00	220.00	2.00	220.00	4.00	120.00	0.00	80.00	4.00	80.00	10	1,160.00
<b>I. Construction Manager Selection Assistance</b>												
Review Proposals of CMs	0.00	220.00	4.00	220.00	0.00	120.00	0.00	80.00	0.00	80.00	4	880.00
Attend Selection Committee Meetings	0.00	220.00	4.00	220.00	0.00	120.00	0.00	80.00	0.00	80.00	4	880.00
<b>Total</b>	<b>2</b>		<b>15</b>		<b>16</b>		<b>9</b>		<b>0</b>		<b>316.5</b>	<b>38,030.00</b>

TOTAL CONTRACT FEE COMPUTATION #

AVCON Total Labor

\$38,030.00

Subconsultants

Southeastern Survey

\$1,200.00

Wicks Consulting

\$3,500.00

Estimator : Rick Baldocchi  
27-Aug-12

Proposal to: City of Tavares  
Woolon Park Expansion - Basic Services  
Professional Engineering Services

Consultant: AVCON, INC.

No./ACTIVITY	Principal		Sr. Project Manager		Project Engineer		Engineer		Engineering Technician		TOTAL	
	Man Hours	Hourly Rate	Man Hours	Hourly Rate	Man Hours	Hourly Rate	Man Hours	Hourly Rate	Man Hours	Hourly Rate	Man-hours By Activity	Salary By Activity
<b>A. Conceptual Site Planning - Expansion</b>												
Coordinate Boat Ramp and Dock Configuration	0.50	220.00	2.00	220.00	0.00	120.00	2.00	80.00	0.00	60.00	5	710.00
Access Road and Parking Lot	0.50	220.00	4.00	220.00	0.00	120.00	4.00	80.00	0.00	60.00	9	1,310.00
Coordinate Restroom Facilities	0.50	220.00	1.00	220.00	0.00	120.00	1.00	80.00	0.00	60.00	3	410.00
Gazebo Location Refinement	0.50	220.00	2.00	220.00	0.00	120.00	1.00	80.00	0.00	60.00	4	630.00
Landscapes Coordination	0.50	220.00	2.00	220.00	0.00	120.00	0.00	80.00	0.00	60.00	3	550.00
<b>B. Site Surveying</b>												
Coordinate Subconsultant	0.50	220.00	2.00	220.00	0.00	120.00	0.00	80.00	0.00	60.00	3	550.00
Coordinate Wetland Flagging	0.50	220.00	2.00	220.00	0.00	120.00	0.00	80.00	0.00	60.00	3	550.00
<b>C. Environmental Permitting</b>												
Pre-Application Meetings	0.00	220.00	4.00	220.00	0.00	120.00	0.00	80.00	0.00	60.00	4	880.00
Coordinate Environmental Subconsultant	0.00	220.00	1.00	220.00	0.00	120.00	0.00	80.00	0.00	60.00	1	220.00
Prepare Stormwater Elements of the Plan	0.00	220.00	1.00	220.00	8.00	120.00	0.00	80.00	0.00	60.00	9	1,180.00
Finalize and Assemble Permit Applications	0.00	220.00	1.00	220.00	0.00	120.00	0.00	80.00	0.00	60.00	17	1,820.00
Coordinate Mitigation Effort	0.00	220.00	1.00	220.00	8.00	120.00	0.00	80.00	0.00	60.00	9	1,180.00
<b>D. Site Engineering</b>												
Final Grading and Drainage Plan	0.50	220.00	4.00	220.00	16.00	120.00	16.00	80.00	12.00	60.00	49	4,910.00
Parking Lot Design	0.50	220.00	4.00	220.00	16.00	120.00	16.00	80.00	12.00	60.00	49	4,910.00
Stormwater Calculations	0.50	220.00	4.00	220.00	16.00	120.00	16.00	80.00	12.00	60.00	49	4,910.00
Pond, Swale or Exfiltration Design	0.50	220.00	4.00	220.00	16.00	120.00	16.00	80.00	6.00	60.00	43	4,550.00
<b>E. Preliminary Utility Engineering</b>												
Coordinate Subs on Utility Requirements	0.00	220.00	2.00	220.00	0.00	120.00	0.00	80.00	0.00	60.00	2	440.00
Coordinate Subs on Utility Locations	0.00	220.00	2.00	220.00	0.00	120.00	0.00	80.00	0.00	60.00	2	440.00
<b>F. Architectural Services</b>												
Prepare Restroom Concept	0.00	220.00	2.00	220.00	0.00	120.00	0.00	80.00	0.00	60.00	2	440.00
Prepare Gazebo Concept	0.00	220.00	2.00	220.00	0.00	120.00	0.00	80.00	0.00	60.00	2	440.00
<b>G. Water Structures Design</b>												
Coordinate Marine Subconsultant	0.00	220.00	2.00	220.00	0.00	120.00	0.00	80.00	0.00	60.00	2	440.00
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<b>H. Project Cost Estimating</b>												
Construction and Program Cost Estimates	0.00	220.00	2.00	220.00	4.00	120.00	0.00	80.00	4.00	60.00	10	1,160.00
<b>I. Construction Manager Selection Assistance</b>												
Review Proposals of CIMS	0.00	220.00	4.00	220.00	0.00	120.00	0.00	80.00	0.00	60.00	4	880.00
Attend Selection Committee Meetings	0.00	220.00	4.00	220.00	0.00	120.00	0.00	80.00	0.00	60.00	4	880.00
<b>Total</b>	<b>2</b>		<b>15</b>		<b>16</b>		<b>9</b>		<b>0</b>		<b>316.5</b>	<b>38,030.00</b>

TOTAL CONTRACT FEE COMPUTATION #

AVCON Total Labor \$38,030.00

Subconsultants

Southeastern Survey \$1,200.00  
Wicks Consulting \$3,500.00

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
OCTOBER 3, 2012**

**AGENDA TAB NO. 17**

**SUBJECT TITLE: Main Street Roundabout- Flagpole Project**

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**OBJECTIVE:**

Staff seeks Council's approval to amend Lake County's approved landscaping design for the roundabout located at the intersection of Main Street and Sinclair Avenue.

**SUMMARY:**

The interior, center area of the roundabout, currently being constructed by Lake County, is to be landscaped with 11 sabal palm trees mixed with low lying shrubbery. This design is consistent with the present Main Street landscaping. An architectural rendering of this design is attached to this summary.

Staff is seeking Council's permission to modify the present landscape design by deleting the 11 sabal palms. The County has agreed to this deletion but requires a written request from the City.

In conjunction with the landscaping modification, staff would like to erect a 60' flagpole with the appropriately sized 12' x 18' American flag in the center of the roundabout. The County has also verbally expressed no objection to this, although all costs for the erection and maintenance of the flag would be borne by the city. It is estimated that the cost for this project would be approximately \$10,000 and staff proposes to finance this project through a donation campaign. A similar project is nearing completion in Coopersville, Michigan (population 4,300) with over \$81,000 being raised to date. A picture of their flag is attached to this summary. This project has the potential of unifying our city's pride for being "America's Seaplane City" with a stunning visual statement in the hub of our downtown.

**OPTIONS:**

- 1) That City Council moves to direct staff to send a letter to Lake County requesting a modification to the existing landscaping plans by deleting the 11 sabal palms to be installed in the center of the Main St. /Sinclair Ave. roundabout and to authorize staff to move forward with a plan for funding the flagpole project through donations.
- 2) To not approve staff to send a letter to Lake County and leave the design unchanged.

**STAFF RECOMMENDATION:**

- 1) Staff recommends that City Council moves to direct staff to send a letter to Lake County requesting a modification to the existing roundabout landscaping plans by deleting the 11 sabal palms to be installed in the center of the Main St. /Sinclair Ave. roundabout and to authorize staff to move forward with a plan for funding the flagpole project through donations.

**FISCAL IMPACT:**

To be funded through donations.

**Legal Sufficiency:**

City Attorney Robert Q. Williams has reviewed this for legal sufficiency.





**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: October 3, 2012**

**AGENDA ITEM NO. 18**

**SUBJECT TITLE: Review City Administrator's Performance evaluation**

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**OBJECTIVE:** To review City Administrators Performance.

**SUMMARY:** The City Administrator's employment contract calls for an annual performance evaluation. Attached are copies of the Council's individual performance evaluations.

An opportunity is provided to comment on the performance evaluations and provide any input on any compensation adjustment recommendations. The current City Administrator's salary is \$146,878.

**OPTIONS:**

1. That Council comments on the evaluations and provide any input on compensation adjustment.
2. That Council not discuss the evaluations or compensation.

**STAFF RECOMMENDATION:**

That Council discusses the evaluations and provides input on compensation adjustment.

**FISCAL IMPACT:** Based on discussion that occurs.

**LEGAL SUFFICIENCY:** Consistent with employment contract and legally sufficient.

**CITY ADMINISTRATOR PERFORMAMNCE APPRAISAL**  
**TAVARES, FLORIDA**  
**For the Period: May 1, 2011 – April 30, 2012**

Administrator's Name: John H. Drury, ICMA-CM  
 Appraiser's Name: Council Member Robert Wolfe

Rating N=Does Not meet Expectations; M = Meets Expectations; E = Exceeds Expectations.

Competency Area	Comments	Rating
<b>Strategic Leadership</b> - Able to inspire, influence and enable others to achieve a specific mission.	<i>Leads by example.</i>	<i>E</i>
<b>Council Board Relations</b> - Is responsive to Board direction.	<i>Sets aside time on regular basis. Either on the clock or after work</i>	<i>E</i>
<b>Citizen Relations</b> - Maintains positive and responsive relation with citizens	<i>Meets with different organizations throughout the year</i>	<i>E</i>
<b>Staffing/Selection of People</b> - Recruits and retains competent personnel	<i>Key personal changes have improved morale in some departments</i>	<i>E</i>
<b>Knowledge of Governmental Operations</b> - Solid knowledge of governmental functions	<i>Up to date on all operations.</i>	<i>E</i>
<b>Decision Making</b> - Acts on and makes timely decisions.	<i>Responds promptly on any issue</i>	<i>E</i>
<b>Personnel Management</b> - Able to lead, motivate and manage personnel		<i>E</i>
<b>Execution of Policy</b> - Able to understand, implement and execute Board Policy	<i>Executes what board ask to do</i>	<i>M</i>
<b>Fiscal Management</b> - Manages, maintains and recommends fiscally sound practices	<i>works on budget relentlessly as per councils goals.</i>	<i>E</i>
<b>Budget Management</b> -Able to develop and manage municipal budget	<i>Yes</i>	<i>E</i>
<b>Communications</b> -Able to effectively communicate with Board and Staff	<i>Always available</i>	<i>E</i>
<b>Delivery of Municipal Services</b> - Develops and maintains an organization that delivers timely services efficiently		<i>E</i>
<b>Council Meetings</b> - Is prepared for meeting and develops well organized and informative agendas		<i>E</i>
<b>Public Relations</b> - Has effective media program and responsive to citizens concerns	<i>Can't say enough about the positive articles/news segments magazine coverage</i>	<i>E</i>

<b>Visionary/Direction Setting</b> - Able to develop, articulate and direct community visions.	Has more vision than any city manager anywhere.	E
<b>Character/Attitude</b> - Acts as a positive role model with a positive and infectious attitude. Maintains highest degree of ethical standards	Once again leads by example. His leadership I believe inspires others to be motivated and work harder and enjoy doing their job.	E
<b>Problem Solving</b> - Able to solve problems, be creative and initiate solutions		E
<b>Planning</b> - Able develop plans, manage plans and implement and execute plans		E
<b>Community Involvement</b> - Maintains a presence in community and actively participates in community events.	Stays active in all events.	M
<b>Relationship with Governmental Agencies</b> - Maintains good relations with other governmental agencies	works well with county and local cities as well as throughout state	E
<b>Able to implement Council Goals</b> (See Listing of Council's FY 12 Goals)	Accomplished a lot / Keeping city moving forward	E

Overall Competence to carry-out the duties of a City Administrator  
(Place an "X" in the appropriate box)

Does Not Meet Expectations	Meets Expectations	Exceeds Expectations
		X

Overall Comments:

John's leadership and direction has helped ~~the~~ Tamas  
continue to lead the county in economic development and these place  
**Council Member's Goals for next year** to be.

Council Member should identify the FY 2013 goals (Next Year's Goals) for Administrator to strive towards accomplishing, after which Board will discuss and vote upon. Once the Board has completed its discussions and vote on its collective goals for the Administrator to work on, Administrator will work over the next year to achieve the collective goals of the Council. Goals should be broad based goals as compared to a listing of tasks. Goals should be specific, measurable, achievable, timely and realistic.

**FY 2013 Council Member's Goals for next year:**

- 1) Try to secure grant money for Public Safety Complex
- 2) Push forward park improvements on water expansion
- 3) work with county on fire fee
- 4) Golden Triangle Fire District established.
- 5) Continue to push for TDC money for pavillion.  
Pursue acquisition of property next to future public safety complex

Please feel free to use additional sheets to expound upon your goals.

**CITY ADMINISTRATOR PERFORMAMNCE APPRAISAL  
TAVARES, FLORIDA**

**For the Period: May 1, 2011 – April 30, 2012**

Administrator's Name: John H. Drury, ICMA-CM

Appraiser's Name: Vice Mayor Bobby Grenier

Rating N=Does Not meet Expectations; M = Meets Expectations; E = Exceeds Expectations.

Competency Area	Comments	Rating
<b>Strategic Leadership</b> – Able to inspire, influence and enable others to achieve a specific mission.		M
<b>Council Board Relations</b> - Is responsive to Board direction.		M
<b>Citizen Relations</b> - Maintains positive and responsive relation with citizens		M
<b>Staffing/Selection of People</b> - Recruits and retains competent personnel		M
<b>Knowledge of Governmental Operations</b> - Solid knowledge of governmental functions		M
<b>Decision Making</b> - Acts on and makes timely decisions.		E
<b>Personnel Management</b> - Able to lead, motivate and manage personnel		E
<b>Execution of Policy</b> - Able to understand, implement and execute Board Policy		M
<b>Fiscal Management</b> - Manages, maintains and recommends fiscally sound practices		E
<b>Budget Management</b> -Able to develop and manage municipal budget		M
<b>Communications</b> -Able to effectively communicate with Board and Staff		M
<b>Delivery of Municipal Services</b> - Develops and maintains an organization that delivers timely services efficiently		M
<b>Council Meetings</b> - Is prepared for meeting and develops well organized and informative agendas		M
<b>Public Relations</b> - Has effective media program and responsive to citizens concerns		M

<b>Visionary/Direction Setting</b> - Able to develop, articulate and direct community visions.		<b>E</b>
<b>Character/Attitude</b> - Acts as a positive role model with a positive and infectious attitude. Maintains highest degree of ethical standards		<b>E</b>
<b>Problem Solving</b> - Able to solve problems, be creative and initiate solutions		<b>E</b>
<b>Planning</b> - Able develop plans, manage plans and implement and execute plans		<b>M</b>
<b>Community Involvement</b> - Maintains a presence in community and actively participates in community events.		<b>M</b>
<b>Relationship with Governmental Agencies</b> - Maintains good relations with other governmental agencies		<b>M</b>
<b>Able to implement Council Goals</b>  (See Listing of Council's FY 12 Goals)		<b>M</b>

Overall Competence to carry-out the duties of a City Administrator  
(Place an "X" in the appropriate box)

Does Not Meet Expectations	Meets Expectations	Exceeds Expectations
	<b>X</b>	

Overall Comments:

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### Council Member's Goals for next year

Council Member should identify the FY 2013 goals (Next Year's Goals) for Administrator to strive towards accomplishing, after which Board will discuss and vote upon. Once the Board has completed its discussions and vote on its collective goals for the Administrator to work on, Administrator will work over the next year to achieve the collective goals of the Council. Goals should be broad based goals as compared to a listing of tasks. Goals should be specific, measurable, achievable, timely and realistic.

**FY 2013 Council Member's Goals for next year:**

- 1) Continue to work on FY12 goals that are affordable and within budget
- 2) Pavilion on the Lake & Railroad Depot
- 3) Wooton Park expansion
- 4) Strengthen and enforce construction and building guidelines and for historic preservation and new construction within the Downtown Historic & Entertainment District
- 5) The Lane Park side of Tavares, which includes the Highway 19, 561, and 448 corridors – Well planned (not sprawl) development of commercial and light industrial, to include a good mixture of preserved and conserved space. This side of Tavares, which is home to the Big House, GT Conveyor, the Public Safety Academy, the Woodlea Sports Complex, Hickory Point, Aerodyne, Lake Idamere Park, the Tavares Nature Center, Squibb Park, and more, has great potential and has the ability to create its own identity, while at the same time compliment the happenings of America's Seaplane City downtown, as well as the medical plaza, etc.

**CITY ADMINISTRATOR PERFORMAMNCE APPRAISAL  
TAVARES, FLORIDA**

**For the Period: May 1, 2011 – April 30, 2012**

Administrator's Name: John H. Drury, ICMA-CM

Appraiser's Name: Council Member Lori Pfister

Rating N=Does Not meet Expectations; M = Meets Expectations; E = Exceeds Expectations.

Competency Area	Comments	Rating
<b>Strategic Leadership</b> - Able to inspire, influence and enable others to achieve a specific mission.		m
<b>Council Board Relations</b> - Is responsive to Board direction.		m
<b>Citizen Relations</b> - Maintains positive and responsive relation with citizens		m
<b>Staffing/Selection of People</b> - Recruits and retains competent personnel		m
<b>Knowledge of Governmental Operations</b> - Solid knowledge of governmental functions		m
<b>Decision Making</b> - Acts on and makes timely decisions.		m
<b>Personnel Management</b> - Able to lead, motivate and manage personnel		m
<b>Execution of Policy</b> - Able to understand, implement and execute Board Policy		m
<b>Fiscal Management</b> - Manages, maintains and recommends fiscally sound practices		m
<b>Budget Management</b> -Able to develop and manage municipal budget		m
<b>Communications</b> -Able to effectively communicate with Board and Staff		m
<b>Delivery of Municipal Services</b> - Develops and maintains an organization that delivers timely services efficiently		m
<b>Council Meetings</b> - Is prepared for meeting and develops well organized and informative agendas		m
<b>Public Relations</b> - Has effective media program and responsive to citizens concerns		m

<b>Visionary/Direction Setting</b> - Able to develop, articulate and direct community visions.		m
<b>Character/Attitude</b> - Acts as a positive role model with a positive and infectious attitude. Maintains highest degree of ethical standards		m
<b>Problem Solving</b> - Able to solve problems, be creative and initiate solutions		m
<b>Planning</b> - Able develop plans, manage plans and implement and execute plans		m
<b>Community Involvement</b> - Maintains a presence in community and actively participates in community events.		m
<b>Relationship with Governmental Agencies</b> - Maintains good relations with other governmental agencies		m
<b>Able to implement Council Goals</b>  (See Listing of Council's FY 12 Goals)		m

Overall Competence to carry-out the duties of a City Administrator  
(Place an "X" in the appropriate box)

Does Not Meet Expectations	Meets Expectations	Exceeds Expectations
	x	

**Overall Comments:** John Drury is an exceptional city administrator. With the bar being set so high initially, it would be difficult to exceed expectations, as with the current compensation package, expectations are extreme for continued employment.

#### **Council Member's Goals for next year**

Council Member should identify the FY 2013 goals (Next Year's Goals) for Administrator to strive towards accomplishing, after which Board will discuss and vote upon. Once the Board has completed its discussions and vote on its collective goals for the Administrator to work on, Administrator will work over the next year to achieve the collective goals of the Council. Goals should be broad based goals as compared to a listing of tasks. Goals should be specific, measurable, achievable, timely and realistic.

#### **FY 2013 Council Member's Goals for next year:**

- 1) RUBY STREET UPGRADE
- 2) purchase Magrone property
- 3) library upgrade/expansion
- 4) complete pavilion / parkland
- 5) expand ARTS and ENTERTAINMENT (community theater, concerts, street entertainers, etc...)
- 6) golf cart emphasis - crossings (to connect all of city)/ parades/events/safety clinic

Please feel free to use additional sheets to expound upon your goals.

**CITY ADMINISTRATOR PERFORMAMNCE APPRAISAL  
TAVARES, FLORIDA**

**For the Period: May 1, 2011 – April 30, 2012**

Administrator's Name: John H. Drury, ICMA-CM

Appraiser's Name: Council Member Kirby Smith

Rating N=Does Not meet Expectations; M = Meets Expectations; E = Exceeds Expectations.

Competency Area	Comments	Rating
<b>Strategic Leadership</b> – Able to inspire, influence and enable others to achieve a specific mission.	John continues to excel in this area. He leads and inspires his team to make this City their own. He takes challenges and makes them opportunities.	E
<b>Council Board Relations</b> - Is responsive to Board direction.	John constantly keeps all Council members up to date on things happening. He explains the issue and what his plan of action will be.	M
<b>Citizen Relations</b> - Maintains positive and responsive relation with citizens	John is always available for our Citizens and their concerns.	M
<b>Staffing/Selection of People</b> - Recruits and retains competent personnel	As the economy continues to move slowly, John is able to motivate his employees in a way where we still retain some of the top people in the industry. He is able to attract new employees with his management style and the thought of becoming part of the City of Tavares family.	E
<b>Knowledge of Governmental Operations</b> - Solid knowledge of governmental functions	Continues to do a great job on keeping up to date.	M
<b>Decision Making</b> - Acts on and makes timely decisions.	John is able to handle challenges in an effective manner. He takes these challenges and makes them opportunities.	M
<b>Personnel Management</b> - Able to lead, motivate and manage personnel	John is able to get his staff to do more with less and do more very well. John has the ability to have the right people on the right jobs. He knows the ability of his team and puts them where they are best	E
<b>Execution of Policy</b> - Able to understand, implement and execute Board Policy	Meets expectations	M
<b>Fiscal Management</b> - Manages, maintains and recommends fiscally sound practices	Meets expectations	M
<b>Budget Management</b> -Able to develop and manage municipal budget	As our property values drop and our cost of doing business rises it is difficult to both keep a balanced budget and keep the millage rate low. John does a good job under these circumstances.	M
<b>Communications</b> -Able to effectively communicate with Board and Staff	Meets expectations	M
<b>Delivery of Municipal Services</b> - Develops and maintains an organization	Meets expectations	M

that delivers timely services efficiently		
<b>Council Meetings</b> - Is prepared for meeting and develops well organized and informative agendas	John is prepared to answer any questions the Council Members or Citizens may have. He interjects if one of his board members does not seem to be answering the questions in a direct manner.	E
<b>Public Relations</b> - Has effective media program and responsive to citizens concerns	Does a good job in this area. Also directs our Public Relations manager to ensure the City is presented in the right manner.	M
<b>Visionary/Direction Setting</b> - Able to develop, articulate and direct community visions.	I have said this before and it still holds true. Without Johns forward thinking our City would not be were it is today. Anything from signage to Economic Development he continues to grow this City.	E
<b>Character/Attitude</b> - Acts as a positive role model with a positive and infectious attitude. Maintains highest degree of ethical standards	Is always positive whenever he is in the public eye.	M
<b>Problem Solving</b> - Able to solve problems, be creative and initiate solutions	Has creative ways to make problems opportunities	E
<b>Planning</b> - Able develop plans, manage plans and implement and execute plans	Meets objectives	M
<b>Community Involvement</b> - Maintains a presence in community and actively participates in community events.	Meets objectives	M
<b>Relationship with Governmental Agencies</b> - Maintains good relations with other governmental agencies	Meets objectives	M
<b>Able to implement Council Goals</b>  (See Listing of Council's FY 12 Goals)		

Overall Competence to carry-out the duties of a City Administrator  
(Place an "X" in the appropriate box)

Does Not Meet Expectations	Meets Expectations	Exceeds Expectations
	XX	

Overall Comments:

### Council Member's Goals for next year

Council Member should identify the FY 2013 goals (Next Year's Goals) for Administrator to strive towards accomplishing, after which Board will discuss and vote upon. Once the Board has completed its discussions and vote on its collective goals for the Administrator to work on, Administrator will work over the next year to achieve the collective goals of the Council. Goals should be broad based goals as compared to a listing of tasks. Goals should be specific, measurable, achievable, timely and realistic.

**FY 2013 Council Member's Goals for next year:**

- 1) Branding and Signage \_\_\_\_\_
- 2) Bring more businesses into the City \_\_\_\_\_
- 3) Move forward with the Golden Triangle Fire District
- 4) Complete Wooten Park Expansion \_\_\_\_\_
- 5) Complete Train Station \_\_\_\_\_
- 6) Complete Pavilion \_\_\_\_\_

Please feel free to use additional sheets to expound upon your goals.

**CITY ADMINISTRATOR PERFORMANCE APPRAISAL**

**TAVARES, FL**

**FOR THE PERIOD: MAY 1, 2011 - APRIL 30, 2012**

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**COMMENTS BY:**

**COUNCILMEMBER NORMAN C. HOPE**

## CITY ADMINISTRATOR PERFORMANCE APPRAISAL

### OVERALL COMMENTS

IN MY OPINION PERFORMANCE APPRAISALS ARE NECESSARY BUT ARE MOSTLY SUBJECTIVE. WHILE SOME ITEMS CAN BE QUANTITATIVE IN NATURE MOST ARE NOT. ALTHOUGH I HAVE HAD INTERACTION WITH YOU SINCE YOU HAVE BEEN IN TAVARES IT HAS BEEN A SHORT TIME THAT I HAVE INTERACTED AS A COUNCIL MEMBER. I MUST SAY THAT I HAVE BEEN VERY IMPRESSED WITH YOUR LEADERSHIP AND ABILITIES. I HONESTLY DO NOT BELIEVE THAT WE COULD HAVE SELECTED A MORE QUALIFIED CITY ADMINISTRATOR FOR TAVARES.

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MY PERSONAL DESIRE IS THAT YOU CONTINUE IN YOUR PRESENT POSITION FOR MANY YEARS TO COME BECAUSE IT APPEARS THAT YOU HAVE CAUGHT THE VISION FOR TAVARES AND ARE THE MAIN INSTIGATOR IN ITS GOING FORWARD. I FULLY REALIZE THAT YOU HAVE A GREAT STAFF WHO ALSO SEE THE FUTURE OF TAVARES BUT THEY COULD NOT DO THEIR JOB NEARLY AS WELL IF THEY DID NOT HAVE A LEADER WHO EMPOWERS THEM AND GIVES THEM THE FREEDOM TO BE INNOVATIVE AND PROGRESSIVE.

**CITY ADMINISTRATOR PERFORMAMNCE APPRAISAL  
TAVARES, FLORIDA**

**For the Period: May 1, 2011 – April 30, 2012**

Administrator's Name: John H. Drury, ICMA-CM

Appraiser's Name: Council Member Norman Hope

Rating N=Does Not meet Expectations; M = Meets Expectations; E = Exceeds Expectations.

Competency Area	Comments	
<b>Strategic Leadership</b> - Able to inspire, influence and enable others to achieve a specific mission.		E
<b>Council Board Relations</b> - Is responsive to Board direction.		E
<b>Citizen Relations</b> - Maintains positive and responsive relation with citizens		E
<b>Staffing/Selection of People</b> - Recruits and retains competent personnel		r
<b>Knowledge of Governmental Operations</b> - Solid knowledge of governmental functions		E
<b>Decision Making</b> - Acts on and makes timely decisions.		E
<b>Personnel Management</b> - Able to lead, motivate and manage personnel		r
<b>Execution of Policy</b> - Able to understand, implement and execute Board Policy		E
<b>Fiscal Management</b> - Manages, maintains and recommends fiscally sound practices		E
<b>Budget Management</b> -Able to develop and manage municipal budget		r.
<b>Communications</b> -Able to effectively communicate with Board and Staff		E

*Norman Hope*

<b>Delivery of Municipal Services</b> - Develops and maintains an organization that delivers timely services efficiently	
<b>Council Meetings</b> - Is prepared for meeting and develops well organized and informative agendas	
<b>Public Relations</b> - Has effective media program and responsive to citizens concerns	
<b>Visionary/Direction Setting</b> - Able to develop, articulate and direct community visions.	
<b>Character/Attitude</b> - Acts as a positive role model with a positive and infectious attitude. Maintains highest degree of ethical standards	
<b>Problem Solving</b> - Able to solve problems, be creative and initiate solutions	
<b>Planning</b> - Able develop plans, manage plans and implement and execute plans	
<b>Community Involvement</b> - Maintains a presence in community and actively participates in community events.	
<b>Relationship with Governmental Agencies</b> - Maintains good relations with other governmental agencies	
<b>Able to implement Council Goals</b>  (See Listing of Council's FY 12 Goals)	

Overall Competence to carry-out the duties of a City Administrator  
(Place an "X" in the appropriate box)

Does Not Meet Expectations	Meets Expectations	Exceeds Expectations
		X

Overall Comments:

Council Member's Goals for next year

*Merriman Hope*

Council Member should identify the FY 2013 goals (Next Year's Goals) for Administrator to strive towards accomplishing, after which Board will discuss and vote upon. Once the Board has completed its discussions and vote on its collective goals for the Administrator to work on, Administrator will work over the next year to achieve the collective goals of the Council. Goals should be broad based goals as compared to a listing of tasks. Goals should be specific, measurable, achievable, timely and realistic.

FY 2013 Council Member's Goals for next year:

See attached

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Please feel free to use additional sheets to expound upon your goals.

*Norman Hope*

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## FY 2013 COUNCIL MEMBER'S GOALS

1. OVERSEE COMPLETION OF THE PAVILION, TRAIN STATION AND EXPANSION OF WOOTON PARK.

2. INSURE INFRASTRUCTURE OF DOWNTOWN AREA IS ADEQUATE FOR THE GROWTH THAT IS EXPECTED.

3. IN COOPERATION WITH STAFF AND LEADERSHIP OF THEM INSURE GRANTS WE HAVE RECEIVED FOR THE STORMWATER DRAINAGE ARE NOT LOST DUE TO DELAYS OF PROJECTS.

4. GO FORWARD WITH ALFRED STREET PROJECT UNTIL IT IS COMPLETE.

~~5. CONTINUE EFFORTS TO BRING NEW BUSINESSES INTO TAVARES.~~

6. *WORK CLOSELY WITH THE COUNTY AND STATE GOVERNMENTAL ENTITIES SO THAT THE NEEDS OF TAVARES ARE MET. I. E. GOLF CARTS CROSSING US 441 AND SR 19; THE ROUNDABOUT IS COMPLETED; THE RECORDS BUILDING IS RETURNED TO TAVARES; TAVARES NOT BURDENED WITH DEBT BECAUSE OF THE WIDENING OF SR 19; AND IF A FIRE ASSESSMENT IS PASSED INSURING THAT THE COUNTY PAY THEIR PORTION.*

**AGENDA SUMMARY**  
**TAVARES CITY COUNCIL**  
**DATE OF MEETING: October 3, 2012**

**AGENDA ITEM NO. 19**

**SUBJECT TITLE: Review and establish Councils FY 13 Collective Broad Based Goals**

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**OBJECTIVE:** To review and establish the Council's collective Broad Based Goals for the City Administrator to work on in Fiscal year 2013.

**SUMMARY:** Each year the Council sets collective Broad Based goals for the City Administrator to work on. Last year's goals and status are identified on the attachment. This year the Council has identified the following goals:

Mayor Robert Wolfe:

1. Secure additional funding for Public safety Complex
2. Complete Wooton Park expansion improvements
3. Work with County on to have them contribute their fair share of fire protection for County buildings
4. Establish a Golden Triangle Fire District
5. Secure TDC funding for Tavares Pavilion on the Lake
6. Pursue acquisition of Automobile repair business next to proposed Public Safety Complex

Vice Mayor Bobby Grenier:

1. Continue to Work on FY 12 goals that are affordable and within budget
2. Complete Tavares Pavilion on the Lake
3. Complete the Railroad Train Station
4. Strengthen and enforce construction and building guidelines and for historic preservation and new construction within the Downtown Historic & Entertainment District
5. The Lane Park side of Tavares (SR 19,561,448) – Well planned (not sprawl) development of commercial and light industrial to include a good mixture of preserved and conserved space. This side of Tavares, which is home to the Big house, GT Conveyor, the Public Safety Academy, the Woodlea Sports Complex, Hickory Point, Aerodyne, Lake Idamere Park, the Tavares Nature Center, Squibb Park and more, has great potential and has the ability to create its own identity, while at the same time compliment the happenings of America's Seaplane City downtown, as well as the medical plaza, etc.

Council Member Lori Pfister:

1. Ruby Street Upgrade
2. Purchase Magrone property (Lake Building Land)
3. Library upgrade/expansion
4. Complete the Tavares Pavilion on the Lake
5. Complete the Wooton Park Expansion Park improvements
6. Expand Arts and entertainment (Community theater, concerts, street entertainers, etc....)

7. Golf cart emphasis – crossings (to connect all of city) parades/events/safety clinic  
Council Member Kirby Smith:

1. Branding and signage
2. Bring more business into the city
3. Move forward with Golden Triangle Fire District
4. Complete Wooton Park Expansion
5. Complete Train station
6. Complete Tavares Pavilion on the Lake

Council Member Norman Hope:

1. Complete the Tavares Pavilion on the Lake
2. Complete the Train Station
3. Complete the Expansion Of Wooton Park improvements
4. Insure that infrastructure of downtown is adequate for growth.
5. Maintain the storm water drainage grants
6. Move forward with Alfred Street project until it is complete
7. Work closely with the County and State governmental entities so that the needs of Tavares are met. I.E. Golf Cart crossing at SR441 and SR 19; The roundabout; the records building is returned to Tavares; Tavares is not burdened with debt because of the widening of SR19, County pay its fair share of fire protection for its county buildings.

An opportunity is provided to develop one set of Council's collective Broad Based goals for the City Administrator to work on.

**OPTIONS:**

1. That Council discusses and develops one set of collective broad based goals for City Administrator to work on.
2. That Council does not discuss nor develop collective broad based goals for City Administrator to work on.

**STAFF RECOMMENDATION:**

That Council discusses and develops one set of collective broad based goals for City Administrator to work on.

**FISCAL IMPACT:** None

**LEGAL SUFFICIENCY:** Legally sufficient.

## FY 2012 Council's Collective Broad Based goals

### Mayor Robert Wolfe

1. Get Lake Building property settled with Nick Magrone - **Done**
2. Start to design/build Public Safety Facility – **Design underway**
3. Work with sister city to establish economic relationship – **On going**
4. Start Pavilion Project one way or another – **Under design**
5. Look into expanding the splash park (Possible Phase II) – **No funding available**
6. Get Royal Harbor water problem solved – **Pressure meters placed in homes and report will be out soon and place on the October 17<sup>th</sup> Council Agenda**
7. Continue to establish and implement Golden Triangle Fire District – **on going**
8. Try to secure TDC money - **Have for fishing events continue to pursue for Pavilion**

### Vice Mayor Bobby Grenier

1. Continue to work on the previous year's 14 items:
  1. Replace School Bus Barn with Public Safety Facility (**Negotiations complete, Property closed, design underway**)
  2. Develop plan for replacement of Public Works Complex (**Options presented to Council with Woodlea Road site selected by Council. Developing a financial plan**)
  3. Continue to redevelop the down town (**New business continue to arrive**)
  4. Complete Seaplane Marina Project (**Done**)
  5. Implement green initiatives (**Hosted second Green fair in Tavares, put in place four down town charging stations, developed a green committee, Community Back Yard project at Aesop Park including community Garden**)
  6. Pursue the financing of the purchase of the Major Alexander St. Clair Abrams House and turn into a tourist attraction (**No funds available**)
  7. Relieve traffic congestion on Alfred Street (**Funding secured, design contract let and project at 90% designed**).
  8. Develop a Water Reclamation Facility (**Done.**)
  9. Implement the Tavares brand (**On going From KIOSK and alleyway naming to uniforms and decals on vehicles and water tower – the brand is out there in full force and plain view across Florida and the United States – Working on a sign on Turnpike!**)
  10. Develop a partnership with Lake County on Parks and recreation programs (**Received a \$250,000 grant to construct the sports park. Sports park under construction**)
  11. Develop a Rail Village (**We are in a "tee-up" mode by finishing the Comp Plan Amendment for Land Use Zoning that permits a Rail Village and by upgrading rail infrastructure from Tavares to Orlando to make the rail lines competitive. Comp Plan is complete and has been approved by State, Rail Road Grants have been secured and rail road upgrades underway**)
  12. Extend the nature observation walking board walk at Squib Park (**No funds**)
  13. Develop the Woodlea Community Sports Park (**under construction**).
  14. Gateway Beautification (**Developed a Horizon Project team that has identified locations for signs and is working on obtaining approval from FDOT**)

2. *Work on Economic development initiatives through-out the city- **On Going(several projects in incubation)***
3. *Move forward with Rail Road Depot and Pavilion - **Doing***

Council Member Sandy Gamble

1. *Continue to move forward with Public Safety Complex – **Under Design***
2. *Continue development of Woodlea Community Sports Park – **Under Construction***
3. *Purchase of property adjacent to New Public Safety Complex – **Under evaluation***

Council Member Lori Pfister

1. *Pavilion – **Under Construction***
2. *Aesops - **Complete***
3. *Senior Center - **Done***
4. *Alfred Street – **90% designed***
5. *Purchase Wooton Park Land – **Voters passed it! Property transferred to city July 18th***
6. *Green initiatives - **Hosted second Green fair in Tavares, put in place four down town charging stations, developed a green committee, Community Back Yard project at Aesop Park including community Garden, roundabout under construction which reduces carbon imprint by up to 40%, should be completed by end of November.***

Council Member Kirby Smith

1. *Aggressively seek Economic Development ventures – **On Going (several projects in incubation)***
2. *Assisting the Tavares chamber and downtown business district in taking over some special events – **They now do Pups on the Patio, Classic car show monthly and Hog Rally***
3. *Rail Road Improvements – **\$18 Million in funding secured. RR Bridge construction completed. RR track upgrade agreements all executed.***
4. *Continue in building our brand of "Americas Seaplane City" – **On going***

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
October 3, 2012**

**AGENDA TAB NO. 20**

**SUBJECT TITLE: City Administrator Report**

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**OBJECTIVE:**

To inform Council on city related matters.

**SUMMARY: Will be presented at meeting**

**UPCOMING MEETINGS: (check with Susie Novack for any last minute changes)**

- City Council Regular Meeting – October 17, 2012
- Code Enforcement Special Magistrate – October 23, 2012 at 5:00 p.m.
- Golden Triangle Summit – Mt. Dora City Hall – October 22, 2012 at 5:30 p.m.
- Lake County League of Cities – October 12, 2012 – 11:30 a.m.
- Lake Sumter MPO – October 24, 2012 – 2 p.m. – MPO Board Room – 1616 South 14<sup>th</sup> Street, Leesburg, FL
- Library Board – October 12, 2012 – 8:30 a.m. , Library Conference Room
- Planning & Zoning Board – October 18, 2012 – 3:00 p.m., Council Chambers

**OTHER COMMUNITY EVENTS**

October – March	<i>Farmers Market Wooton Park 9 am to 1 pm every Friday</i>
October 26-27, 2012 Friday and Saturday	<i>Howl-O-Fest &amp; Trunk or Treat – Downtown Tavares – 5:30 pm – 8:00 pm Pet Parade</i>
October 27, 2012	<i>Monster splash - Seaplane Fly In – Wooton Park 9 am to 3 pm</i>
September 26, 2012 Wed.	<i>League of Cities, Sponsor's Night – Lake Receptions</i>
November 1, 2012 Thursday	<i>Florida H.O.G. Rally – Downtown Tavares – 5:00 pm</i>
November 6, 2012 Tuesday	<i>2012 Election</i>
November 8, 2012 Thursday	<i>Taste of Tavares</i>
November 15, 2012 Thursday	<i>Wooton Wonderland – 20 Year Commemoration Celebration 5:30 to 7:30 p.m. At Wooton Wonderland</i>
Saturday Evenings	<i>Floating Ghosts Séance Tour of Downtown Tavares – Railroad Station, Wooton Park - Sunset (approx. 7:15 pm) – Call 352-617-8808 for reservations</i>
November 16, 2012	<i>Classic Car Cruise-in on Ruby Street – 5:30 to 9:30 p.m. - Friday</i>
November 16, 2012	<i>Art Opening at City Hall – 5:30 to 7:30 p.m. - Friday</i>
Saturday and Sunday *NOTE: Train service will be temporarily suspended due to construction from July 5, 2012 until September 1, 2012	<i>Orange Blossom Cannonball Train – Train Station Wooton Park – Departure time and ticket information available at <a href="http://www.orangeblossomcannonball.com">www.orangeblossomcannonball.com</a> or call 352-742-7200</i>

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
September 19, 2012**

**AGENDA TAB NO. 21**

**SUBJECT TITLE: City Councilmembers Report**

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**OBJECTIVE:**

To inform Council on city related matters.

**SUMMARY:**

Council will be offered an opportunity to provide a report at the meeting. Attached is any additional supporting information.

**OPTIONS:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FISCAL IMPACT:**

N/A

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